

## **Fresh Air Learning Staff COVID-19 Policies 2020-2021**

*Our programs rely on staff, parents, and children to work together to keep people physically and emotionally safe. As a staff member you can help by doing a daily health check for yourself and by not working when you are sick; socially distancing at work when possible; cleaning regularly used surfaces and supplies; practicing preventative hygiene and using PPE when applicable. As an administrative team, we work to help keep you and participants safe by creating and implementing policies, providing sanitization equipment and PPE and supporting you when or if you are unable to work due to illness or symptoms. We commit to communicating when and if new information arises so that we can help keep our staff informed and safe in regards to COVID-19.*

*Our work environment is not entirely risk-free, but rather it is an environment in which staff and families work together to create a supportive environment for each other. Details will be added and this document adjusted according to Worksafe BC guidelines, BC CDC as well as other sources.*

### **Ratios for Programs**

During the program, adult:child ratios will be a maximum 1:10 to accommodate new hygiene procedures, help facilitate social distancing. Additionally all of the staff's working hours will either be outside, at home (for administrative duties) or virtually to help reduce the risk of contamination and transmission.

### **Staff Responsibilities**

Staff are responsible for ensuring that they do not teach or attend the program if they are sick (even just cold or allergy symptoms). If a staff member becomes ill during the program, staff must leave the program soon as possible. We will do our best to find a replacement or cancel the program if required. Our staff and health policies are emerging as school district, Worksafe and childcare policies change. We recognize that they may need to be adjusted for staff with allergies and other non-infectious health conditions. We will follow the local school district's guidelines on child health policies and attendance in our programs. Please check back on this document regularly.

Staff are not able to work if:

- If they have a fever or chills, cough, runny nose, shortness of breath or difficulty breathing, body aches, headache, new loss of taste, loss of smell or sore throat 24 hours prior to camp.
- In the last 14 days, they have been in close contact with someone who has a confirmed COVID – 19 diagnosis or probable case of COVID-19
- They have travelled outside of Canada within the last 14 days

## **Parent Responsibilities**

Parents are responsible for ensuring that their children do not come to class if they are sick (even just cold or allergy symptoms). If a child becomes ill during the program, parents must be available to pick up their child as soon as possible. Our child health policies are emerging as school district and childcare policies change. We recognize that they may need to be adjusted for children with allergies and other non-infectious health conditions. We will follow the local school district's guidelines on child health policies and attendance in our programs. Please check back on this document regularly. More details on the specifics of the daily health check will go out to parents closer to the start of the program.

Children are not able to participate in the program if:

- If they have a fever or chills, cough, runny nose, shortness of breath or difficulty breathing, body aches, headache, new loss of taste, loss of smell or sore throat 24 hours prior to camp.
- In the last 14 days, they have been in close contact with someone who has a confirmed COVID – 19 diagnosis or probable case of COVID-19
- They have travelled outside of Canada within the last 14 days

## **Sign In and Sign Out**

Sign in and sign out will be done by our staff with verbal consent in addition to families consenting to this upon registration. Families will be socially distanced when they drop off and pick up children to reduce risk. We will ask families to avoid lingering with the group before and after the program. Parents will help their children wash hands upon arrival and departure of the program with their own handwashing kit.

## **Handwashing**

Throughout our programs we will have increased handwashing. Staff will be provided with access to water, soap and hand sanitizer that contains at least 70% alcohol. Staff will be required to wash hands when:

- When they arrive at the workplace and before they go home
- Before and after handling food (raw, cooked or pre-packaged), preparing food, or assisting children with food handling
- Before and after giving or applying medication or ointment to a child or self
- After changing soiled clothing or assisting a child to use the toilet
- After contact with body fluids (e.g., runny noses, spit, vomit, blood)
- Before donning and after doffing personal protective equipment
- After cleaning tasks
- After handling garbage
- Whenever hands are visibly dirty

Parents will be expected to bring their own soapy water for their child and ensure that their child washes their hands for at least 20 seconds upon entry to and exit from the program. Children will be expected to bring hand sanitizer that contains at least 70% alcohol. Children will also be expected to bring handwashing equipment to class to facilitate handwashing before and after snack and/or lunch. Children must be willing to wash their hands during class. More details about handwashing equipment and processes will be outlined in individual class communication closer to the start of the program..

### **Use of Equipment**

The vast majority of equipment will not be shared. Any equipment that must be shared will be sanitized after use and will not be shared between groups. Proper cleaning equipment will be provided to staff.

### **PPE**

Staff will be provided with gloves, masks and cleaning supplies to be used when required and desired. According to the COVID-19 Public Health Guidance for Child Care Settings (<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-childcare.pdf>)

“Personal protective equipment, such as masks and gloves are not needed in the child care setting, beyond those used by staff as part of regular precautions for the hazards normally encountered in their regular course of work.”

Staff will be required to:

- Wear disposable gloves when cleaning blood or body fluids (e.g., runny nose, vomit, stool, urine) and when diapering. Remember to wash your hands before wearing, and after removing gloves.
- Cloth or non-medical homemade masks are not currently required. Wearing one is a personal choice.
- If there is a need to hold a child (for instance, during assistance with toileting or due to a medical emergency), adults will wear a mask and gloves that will be disposed of after use.

### **Children and PPE**

The provincial government is not currently recommending mask use for children in group educational settings: “in young children in particular, masks can be irritating and may lead to increased touching of the face and eyes.” Source: *Childcare Professionals of BC: COVID-19 Technical Discussion Guide for Child Care in BC, which cites the BC Centre for Disease Control and BC Ministry of Health Public Health Guidance for Childcare Settings.*

### **Distancing Within the Group**

As per provincial government recommendations and Worksafe BC, children will not be required to maintain a 2 metre distance at all times; but will be encouraged and supported to socially

distance throughout the program. Staff will help facilitate this by having separate spaces for children for drop off and pick up, playing games that facilitate social distancing, having separate play stations and having separate sanitized snack stations for individual children. Staff will work together to use positive language to create routines that encourage children to leave space. Smaller group sizes will also facilitate distancing at this time.

Staff meetings will either be held virtually or social distanced outside.

\*Updated July 4th 2020