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Portland Daycare Centre is committed to continuing to provide quality care for children, while adhering to all public health guidelines. Our priority has always been the safety and wellbeing of the children and families we serve and it will continue to be so! This document is to outline some changes that are being implemented to help control the spread of Covid-19. We aim to provide a warm, caring and safe environment for all children, families and staff. Along with normal policies and procedures, we will be adding and using additional ones formed in conjunction with the Covid-19 Guidance for Child Care Settings and the Guidelines for Communicable Disease Prevention and Control for Child Care Settings. The information contained in this document is specific to Portland Daycare Centre.

**Documentation Links**

For the latest on Covid -19 information can be found on the NS website- <https://novascotia.ca/coranivirus>

Covid-19 Guidance for Childcare Settings –

<https://novascotia.ca/coranivirus/docs/COVID-19-childcare-setting-guidance.pdf>

Communicable Disease Prevention and control-

[https://novascotia.ca/dhw/cdpc/documents/Guidelines CDPC Child care Setting.pdf](https://novascotia.ca/dhw/cdpc/documents/Guidelines%20CDPC%20Child%20care%20Setting.pdf)

**Preventing the Introduction of Covid-19 to the Centre**

Everyone shares the responsibilty of being proactive and socially responsible in these times. We encourage everyone to follow the guidelines, self monitor and refrain from coming to the centre if you answer yes to any of the following:

\*Experiencing any symptoms suggestive of possible Covid-19

\* Anyone who has travelled outside of NS (isolate for 14 days)

\*Anyone who has had contact with a confirmed case of Covid-19

\*Anyone who is waiting for test results on Covid-19

If you are unsure or have any questions regarding the above, please see the 811 assessment tool online <http://when-to-call-aboutcovid19.novascotia.ca/en>

**Public Health Measures**

We at Portland Daycare centre understand the importance of mental health and well being of all at our Centre. As outlined in the covid-19 guidance for childcare settings the following link provides resources when caring for children:

<https://www.caringforkids.cps.ca/handouts/the-2019-novel-coranavirus-covid-19>

We are committed to being positive role models for the children and maintaining as much normalcy as possible through familiar activities and routines.

**Physical Distancing**

We do not expect children to physical distance, it is not practical to mainatain in the Centre however we will implement the following measures:

* Physical distancing will be maintained among staff
* Parents and all other adults will be expected to maintain social distancing and adhere to public health guidelines
* Classrooms will be set up to promote physical distancing as much as possible
* Outdoor play- we will have one group per time on the playground, and our preschool children will not be taking any bus trips or visiting the seniors. We will go for local walks and use green spaces that do not have play equipment such as climbers and slides etc.
* Pick up and drop off will be 1 person only and the same person where possible. If not possible, must be the from the same household and consistent. We will be asking for consistent times to avoid congestion in the hallways. Where possible we will do outside drop off and more information will follow. At drop off each parent will be asked to complete a screening tool for records that children are symptom free.
* Increased spacing for rest time will be implemented 6 feet where possible, head to toe where not.
* Groups and cohorts will be kept separate from each other, so toddler children and staff, preschool children and staff, babies and staff will not intermingle and maintain the required 2 metres from each other.

**Cohorts/Groups**

* Children and staff will be assigned and will remain with their specific groups
* Each group will reamin in their specific space and not mix
* Log books will be maintained daily to record staff and children present
* Group sizes will start small and increase as children return slowly

**Hygiene Practices**

* We are increasing our hygiene practices . All people will wash or sanitize their hands upon entering and leaving the building
* Posters are up for proper handwashing techniques, sanitizer is to be used if not handwashing. Our sanitizer will have a minimum of 60% alcohol
* Handwashing for staff will happen frequently:

1. Upon arrival and departure
2. Before handling food
3. Before and after eating
4. Toileting/diapering
5. Sneezing, coughing or wiping noses
6. After touching faces
7. Before and after any contact with bodily fluids
8. Before and after handling garbage

These practices were already in place and will be strictly adhered to and followed

* Handwashing for children will happen

1. Upon arrival and departure
2. Before and after eating
3. When toileting or diaper changes
4. Handling toys/items that have been shared
5. After sneezing/coughing – will be encouraged to turn away and sneeze/cough into elbow

* Handwashing posters will be posted as they are and children will be reminded to use thorough and proper handwashing techniques.
* We will continue to model best practises for hygiene and remind children
* Masks will be provided to staff during close contact times such as diaper change or applying suncreen. Children are to arrive in the morning with suncreen applied and we will reapply as necessary.
* Should a child display symptoms at the Centre a mask will be provided to staff to wear while waiting or pick up.

**We will be enforcing all policies as laid out by Public Health and Communicablel disease prevention protocols in an effort to keep everyone as safe as possible.**

**Environmental Cleaning**

* Cleaning and disinfecting will be increased to help prevent the spread of infection,
* High traffic areas wll be fully wiped down 3 times per day. More frequently if required.
* Shared items will be done after each use.
* Shared space such as the playground will be disinfected between groups
* Washrooms will be cleaned after each use.
* Our daily cleaning will still be in effect along with the above noted additional measures.
* We will be using a combination of bleach and sanitizer, both approved by Health Canada to fight Covid-19

**Laundry**

* It is expected that parents do children’s laundry and soiled clothes be taken home daily. If your child brings a blanket it should remain at the centre and be taken home weekly or as needed to be washed.
* Centre laundry will continue on the regular schedule , Each class has a day and anything that needs to be laundered right away gets done .

**Outdoor Activities**

* Groups will play outside as much as possible, while also monitoring and following guidelines related to UV and temperatures
* Groups will not mix on the playground, i.e. only Toddlers or Preschoolers will be on the playground at any given time. Going out and coming in will be staggered so there are not large masses in the hallway.
* Field trips will not happen at this time, but we will make more use of natural green spaces that are within walking distances.
* Equpiment and toys will be disinfected between groups.
* Children and staff will as always wash their hands when coming inside from the playground.

**Other Considerations**

* Toys from home will not be permitted and this will strictly be enforced. Please do not bring items as they will not be allowed in the building. If your child has a comfort item for rest they make bring that in but it must be in good , sanitary condition and kept in their cubby except at nap time or times they require the comfort of it.
* We will ensure there is an ample selection of toys and supplies available for individual play
* Staff will be doing the serving of all snacks and lunches. The family style dining and open snacks will not be able to continue at this time.

**Presentation of symptoms while attending the Centre**

**Children**

* If a child becomes ill while in our care, the parent will be notified for an immediate pick up. It is mandatory that someone is available to pick up in a timely fashion, with a mximum wait time of 30 minutes. These policy must be adhered to for the safety and well being of all. The child will be removed from the room and stay wih a staff member until the parent arrives. Parents will be asked to contact 811 for an assessment.
* Staff will be donning a mask while waiting with and attending to any children who become ill or synptomatic while in care.
* If a child should test positive, Public Health will notify the Centre and advise of the appropriate actions to be taken.
* It is imperative that all health related information be shared with the Centre so appropriate decisions can be made and we can assess accordingly.

**Staff**

* Staff will not be permitted to work or be at the Centre is they are showing any symptoms.
* Should staff develop symptoms while working , they will notify management and contact 811 for an assessment. Appropriate steps will be taken according to results etc.
* If staff test positive, Public Health will follow them and notify of appropriate action to be taken

**It is imperative that we all do our part in preventing the spread of this virus. We must take all public health advice seriously and follow protocol as given. These measures are for the safety and well being of all!**

**Outbreak Management**

Should Covid -19 be identified or connected to Portland Daycare centre in any way, we will seek the guidance and direction from Public Health.Public Health actions may include but are not limited to:

* Tracing the source , actions and movements of the Centre and anyone involved
* Requesting records kept
* Testing of staff, parents, family members who may have been exposed
* Determining the need for closure/reopening /deep cleaning of the Centre

**Personal Protective Equipment**

* Children are not required to wear masks or any other forms of PPE while at the Centre
* Staff are not required to wear masks or PPE during play and instruction with children. However , close contact such as diapering/toileting or if a child is exhibiting symptoms , staff will wear a mask which will be provided to them
* Parents are not required to wear a mask for drop off and pick
* We respect each individuals right to choose whether to wear a mask or not

**Screening**

* Portland Daycare Centre will have a screening form to be signed daily in accordance with the guidance tool we received

**Pick Up /Drop Off**

Drop off and pick up will be organized, controlled and different. We need to follow public helath protocol, maintain social distance and get used to a new way of doing things.

* Hours initially will be 7Am –5PM this is to accommodate the lower numbers and staffing challenges as we must find a new way to cover breaks/shifts etc. We will reassess times/needs as numbers increase to normal
* Toddler drop off will be on the playground weather permitting. If not please follow Preschool protocol and make sure there is space for you to enter. You may have to wait a minute.
* Infant drop off will be at the back door to limit contact
* Preschool drop off please come to the front door and wait. Someone will greet you and take custody of your child at the door.
* For pick up , please ensure there is space, be patient as you collect your child staff will bring your child to you. There can be no entering classrooms or waiting and chatting with others
* At drop off please take time to ensure you have signed off on the screening form, this is vital for record keeping

Please do not be offended by the new way of doing things. It is not that we want to be distant or limit contact, it is because we have to for the safety of all. We appreciate your patience and understanding as we try to reopen in a safe efficient way.

As we learn more and the situation evolves, so too will we and our practices. Our mission remains to provide qulaity care for children.

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