

Covid 19 Plan

KidLogic is following recommendations by the Ministry of Education and the Local Public Health to ensure children and staff remain safe during this current Recovery Period. This policy will supersede any of our existing policies that may have conflicting information.

- ❖ KidLogic will apply for an amended license to ensure that conditions on the license align with the new restrictions.
- ❖ We will operate under a maximum cohort size of 10, including children and staff. Each cohort will have an opening and closing staff so cohorts do not mix.
- ❖ KidLogic will try to minimize movements of management and supply staff between cohorts. When it is necessary to enter the classroom, mask, face shield and gloves to be worn.
- ❖ KidLogic will provide all necessary personal protective equipment and additional materials and equipment required to safely and effectively run the program.
- ❖ We will follow all direction as set out by our local public health and Ministry of Education.
- ❖ Stay abreast of any changes or updates made by local public health and the Ministry of Education.
- ❖ We will resume operating with normal operating hours.

Screening

- ❖ We will arrange for a screener to greet everyone who enters the building.
- ❖ We will adhere to the following procedure for entering and leaving the building:
 - Screening table will be placed between the two front doors. Parents will not be allowed past the screening area.
 - Provide visual guides to help assist with physical distancing
 - The screener will wear a mask, gloves and face shield
 - Greet anyone who comes to door warmly.
 - Conduct screening which includes asking to sanitize hands, check temperatures, and screening checklist.
 - If the person fails the screening:
 - The person will not be allowed to enter
 - The screener to inform management
 - Management will contact their local public health for further steps

- Management to follow up with parent or staff with further steps as recommended by Public Health
- If the person passes the screen the child is then handed to the staff member waiting to take the child to their designated cohort for drop off.
- Child's attendance record will be maintained by the staff in the cohort.
- Ensure that no one, other than staff, children or authorized persons enter the building.
- All screenings to be recorded and kept on the premises
- During pickup parents must remain between the glass doors and wait for the child to be brought to them.
- A staff member to escort the child to the parent and convey any messages from the child's day.

Physical Distancing

- ❖ Physical distancing will be encouraged by:
 - Staggering drop off and pickup times, where possible.
 - Having a maximum cohort of 10.
 - Having individual craft supplies in labelled bag for each child
 - Individualized sensory play, which will be cleaned and sanitized between children.
 - Children will be encouraged to distance 6 feet apart.
 - Chairs will be placed at tables to help children maintain physical distance.
 - Cots will be spread out a minimum of 6 feet apart.
 - Playground will be divided with a 6 feet wide space to accommodate multiple cohorts where needed
 - Staff will encourage children to do individual activities.
 - Staff will avoid group activities, including singing.
 - We will ensure no group events, in person meeting, tours or non-essential visitors will be allowed to be conducted.
 - Staff to avoid, where possible, getting close to the child's face. Face shield, mask and barrier (blanket, apron or sheet) to be used when picking up a child and face child away from you, when possible.

Symptoms of Illness and Reporting

- ❖ If a child or staff exhibit any of the symptoms associated with Covid 19, according to public health, the following procedures will be put into place:
 - Symptomatic Child:
 - Separate ill children from other children where possible, if not possible separate child from cohort by at least 6 feet. Staff watching the sick child, must wear mask and face shield, and if the child is over two and will tolerate they should also wear a mask.
 - Parents should be contacted and child should be picked up immediately and told to wait for further instructions before they can return to care.
 - Symptoms will be recorded in the daily log.
 - Management to contact Public Health for further instructions.
 - Management to contact parents with instructions.
 - All persons in the cohort will be monitored for symptoms.
 - Inform all parents in the affected cohort that someone has shown symptoms and to monitor their child.
 - Follow reporting procedures outlined below
 - Symptomatic Staff:
 - Separate the staff from their cohort. Staff must wear gloves, mask and face shield.
 - Staff should be sent home immediately.
 - Symptoms will be recorded in the daily log.
 - Management to contact Public Health for further instructions.
 - Management to contact staff with instructions.
 - All persons in the cohort will be monitored for symptoms.
 - Inform all parents in the affected cohort that someone has shown symptoms and to monitor their child.
 - Follow reporting procedures outlined below
 - Reporting Procedures
 - Any case of a suspected and/or confirmed case of Covid 19 of a child, staff, parent of child or anyone who has entered the center must be reported to local public health.
 - Any confirmed cases of Covid 19 of a child, staff, parent of child or anyone who has entered the center, in addition to reporting to public health will also be reported as a serious occurrence.

Enhanced Cleaning and Sanitizing

- ❖ Use only the approved sanitizers.
- ❖ Ensure that sanitizers are kept out of reach of children.
- ❖ Ensure that sanitizers are changed daily or more often if needed.
- ❖ Limit toys and equipment to those that can be cleaned and sanitized frequently.
- ❖ Follow the steps below for cleaning and sanitizing:
 - For counters, tables, high chairs and food contact surfaces.
 - Clean and sanitize before and after each use.
 - Spray with soapy water and wipe clean.
 - Spray with sanitizer and allow 2 minutes of contact and wipe dry
 - For Toys and Equipment
 - Put on gloves and mask.
 - Spray with or submerge in soapy water and wipe clean.
 - Spray with or submerge in sanitizer and allow 1 minute of contact and then wipe dry if possible
- ❖ Follow the cleaning schedule as outlined below:
 - Clean and sanitize bathroom surfaces such as faucet handles and toilet seats and handles after each bathroom routine.
 - Staff must clean and sanitize staff washroom after use.
 - Floors swept after each snack and lunch routine or when spill occurs.
 - Door handles, light switches, phones at least twice a day.
 - Technology (IPad, computers, phones etc.) should be wiped down between users.
 - Wash and sanitize crib, crib rails, and cots after each use.
 - Wash mattress covers, sheets, blankets every day.
 - Wash face cloths after each use.
 - Place soiled clothing in plastic bags and return to parents.
 - Wash and sanitize the water play equipment after each individual child.
 - Wash and sanitize all toys daily. Mouthed toys should be removed from play immediately and washed and sanitized before returning to play.
 - Clean and sanitize low shelves, doorknobs and other surfaces likely to be touched by children, daily.
 - Outdoor toys and equipment will be sanitized between cohorts.
- ❖ Bottles and pacifiers to be labelled and stored separately.
- ❖ The cleaning company to do the following:
 - Vacuum carpets, mop floors, dust and sweep daily.
 - Empty and sanitize garbage pails daily.
 - Clean and sanitize all bathrooms.
 - Clean and sanitize window sills, sides of furniture and doors daily.

Hand Hygiene and Personal Protective Equipment (PPE)

- ❖ Practice the following hand hygiene procedure and encourage the children to do the same:
 - Hands must be washed when visibly soiled and/or
 - When you enter the building.
 - Before putting on or after removing PPE.
 - Before and after direct contact with the children.
 - Before preparing or serving food, handling raw food.
 - Outdoor play.
 - After handling any soiled items (laundry, dishes, toys etc.)
 - After diapering a child, cleaning up messes, or wiping a nose.
 - After you have been to the bathroom with a child or by yourself.
 - After sneezing or coughing and blowing your nose.
 - After coming into contact with any bodily fluids.

- ❖ Hand washing is the preferred hand hygiene method
- ❖ Use the following hand washing procedure:
 - Wet hands under warm running water.
 - Scrub hands all over with soap for at least 15 seconds or more as needed.
 - Rinse under warm running water.
 - Dry with a paper towel.
 - Turn taps off with paper towel.
- ❖ When Hand washing is not available use the following hand sanitizer procedure:
 - Use a sanitizer with greater than 60% alcohol content
 - Apply sanitizer
 - Rub hands for 15 seconds or until dry
- ❖ Staff will use the appropriate PPE to ensure the safety of the children and themselves
 - KidLogic will provide all necessary PPE to ensure that staff are protected.
 - Staff to be trained on how to properly put on and take off PPE

Signature of Authority



Date of Last Review

June 2020