

November 2020

Dear Parents:

Welcome to our centre! Please find attached our health and safety, drop off and pick up, and fee policies. If you have any questions or comments, please contact Judy or Viki in the office at pdcsc@shaw.ca.

PROTOCOLS FOR CHILD CARE - PARENTS

Parents need to conduct daily health checks before dropping their child off at daycare. Children should stay home when new symptoms of illness develop, such as:

- Fever
- Chills
- Cough
- Difficulty breathing (in small children, this can look like breathing fast or working hard to breathe)
- Loss of sense of smell or taste
- Nausea or vomiting
- Diarrhea

Children and caregivers must not enter the facility if they:

- Are experiencing the symptoms described above
- Are waiting for results of a COVID-19 test
- Are confirmed by public health as a case of COVID-19
- Are confirmed by public health as a close contact of a confirmed case or outbreak of COVID-19, or;
- Have travelled outside of Canada in the last 14 days

For mild symptoms **without fever**, keep your child home and monitor symptoms. They can return within 48 hours of their last symptom clearing without further assessment.

If symptoms include **fever OR difficulty breathing OR last more than 24 hours or get worse**, seek a health assessment by calling 8-1-1 or a healthcare practitioner.

If a COVID-19 test is not recommended, your child may return after 48 hours of their last symptom clearing. If a COVID-19 test IS recommended but not done, your child must self-isolate for 10 days after onset of symptoms and return when they are symptom free.

An assessment is not a covid test. An assessment means you have explained your child's symptoms to a health care practitioner (nurse, doctor, public health) and they have assessed, based on the symptoms you present, whether your child needs a covid test or not.

If another person in the child's home has symptoms, the child may attend child care as long as they are symptom free.

Our centre's regular illness policy remains in place. Any child who is too sick to participate will be sent home. All other infectious diseases, ex. Flu, pink eye, etc. will follow our policies as outlined in our Family Handbook.

HEALTH AND SAFETY POLICIES IF YOUR CHILD BECOMES ILL – see back of page for illness procedure chart

If your child develops key symptoms of COVID-19 while at the child care centre: Staff will contact you to come and pick up your child right away. There is no one hour allowance to pick up, the child must be picked up immediately. Staff will isolate your child and supervise. Staff, where possible will maintain a distance of 2 metres from the ill child. If this is not possible staff may use a mask or tissue to cover their nose and mouth.

Parents must keep their child at home and follow our above **Protocols for Childcare - Parents**

If you are unsure what to do, call your local public health unit to seek further advice.

Any parents/adults who must come into the building are required to stay in the lobby area, use hand sanitizer and wear a personal protective mask.

If you would like to speak to staff upon entry or exit for more than a minute, please consider a telephone appointment as we do not have more than one staff greeting and releasing children and they will need to get ready for the next child's entry or exit.

FEES

Fees are due on the 1st of the month in the form of e-transfer to pcdcs@shaw.ca. Please use the password; childcarefees. Please ensure your fees are paid by the 1st to avoid a \$10.00 late fee. If you need an affordable tax benefit form, please request one through email; pcdcs@shaw.ca

Arrival and Departure for C-19 – Preschool Program

Drop off and Pick up of Children – only ONE ADULT should be present per child/family at drop off and pick up to reduce the number of adults waiting.

Drop Off –9:15 a.m.

During drop off time, line up while maintaining a minimum distance of 2 metres from other families and from the entrance. When it is your turn, you will accompany your child to the 2 metre marker in front of the entrance door. You will be asked a quick series of health related questions before the teacher takes your child into the centre. Once you drop off, leave the area immediately to allow other families space to enter the centre. Your child is responsible for bringing their items into the centre.

Pick Up - 11:40 / Extended program: 1:10 p.m

A teacher will release the children at their allotted time. Each family will receive their child, while maintaining a minimum distance of 2 metres from other families and from the teacher, and leave the area immediately to allow the next child to be released to their family. Your child is responsible for bringing their items outside the centre with them.

Children will only be released to an authorized person that is listed on the registration form. If someone is coming to pick up your child who is not on the list, you must phone (not email) the centre to let them know who is picking up your child. Please let your pick up person know that they must bring identification with them to show to staff or staff will not let your child go. The minimum age for a person to pick up your child is 12 years.

Please call the centre by 9:00 a.m. if for any reason your child will not be attending the program that day. If you are detained and will therefore be late to your designated pick up time, please phone the centre to let the staff know when to expect you.