

Dear Parents:

The centre follows the Public Health Guidelines for Child Care Settings dated Feb. 12/21. There have been no changes made to date and we are still following this guideline.

Please find below a summary of the guidelines and our own internal health policies:

### **When to get Tested**

Symptoms:

fever, chills, cough, loss of sense of smell or taste, difficulty breathing - **1** or more of these symptoms, **GET TESTED AND STAY HOME.**

sore throat, loss of appetite, headache, body aches, extreme fatigue or tiredness, nausea or vomiting, diarrhea: **1 symptom, STAY HOME UNTIL YOU FEEL BETTER. 2 or more symptoms, STAY HOME AND WAIT 24 HOURS TO SEE IF YOU FEEL BETTER. GET TESTED IF NOT BETTER AFTER 24 HOURS.**

### **Health Checks**

Parents are to familiarize themselves with the common symptoms of Covid-19 and perform daily health checks prior to bringing your child to the centre. You will be required to complete the health checklist using the Brightwheel check-in process.

If your child is presenting symptoms of COVID as listed above, and a COVID test returns negative, your child may return **24 hours** after their last symptom OR if a medical practitioner says their symptoms are no longer contagious. We have this policy in place to reduce transmission of COVID-like symptoms among children and staff at the centre. If staff are away in order to follow COVID testing protocols, we may need to limit enrollment capacity or close the centre.

As well as the above requirements, our own internal health policies in regards to vomiting and diarrhea remain in place: your child must stay away from the centre **48 hours** after their last symptom of vomiting or diarrhea.

**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.**

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 1<sup>st</sup> of the month in the form of e-transfer to [pcdcs@shaw.ca](mailto:pcdcs@shaw.ca). Please ensure your fees are paid by the 1<sup>st</sup> to avoid a \$10.00 late fee. If you need an affordable tax benefit form, please request one through email: [pcdcs@shaw.ca](mailto:pcdcs@shaw.ca)

## **Arrival and Departure for C-19 – Preschool Program**

### **Drop Off** - 9:15 a.m.

Upon arrival check your child in using the QR code posted on our entrance through the Brightwheel app, then please line up while maintaining a minimum distance of 2 metres from other families and from the entrance. There are yellow dots on the ground as a visual next to the building and towards the yard. A teacher will open the door and children will enter one at a time. Once you drop off, leave the area immediately to allow other families space to enter directly in front of the door. Your child is responsible for bringing their items into the centre.

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

Before lining up for pick up, check your child out using the QR code posted on our entrance through the Brightwheel app. A teacher will release the children one at a 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 or as an AUTHORIZED PICKUP on the Brightwheel app. If someone is coming to pick up your child who is not on the list, you must message the centre via Brightwheel to let them know who is picking up your child and provide their full name. 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 notify the centre by 9:00 a.m. via Brightwheel messaging if for any reason your child will not be attending the program that day. Also please message if you are detained and will be late to your designated pick-up time.