

Mayne Island Early Childhood Society

Mayne Island Daycare



Hello Daycare Families,

We want to thank you all so much for your patience, trust, and support through the past year. Thank you all for making sacrifices to help keep our staff and families safe.

We encourage you to have a family plan in place if illnesses may arise. Please note that our staff will not advise on questions regarding symptoms and whether parents should keep their child home for any length of time, as it is not our area of expertise. We understand that these decisions carry a lot of weight, and all we ask is that our families use their best judgement and err on the side of caution.

Our most recent Safety Plan update reflects BCCDC Child Care Guidance information that is based on evidence as of February 12th, 2020 as well as WorkSafe BC and other Provincial Guidelines.

If you have questions regarding the Safety Plan, please email Kaley at maynedaycare@gmail.com, and I will be happy to discuss. I will also send everyone a digital copy via email, as I know some may prefer that. Feel free to initial, sign, and return the digital copy if that is easier for you. If you would like an additional printed copy to have on hand, I will happily provide one for you by request.

Exciting things coming up!

We have a new building in the making & plans of new programs for all ages - the future of Mayne Island Daycare is looking bright as always. If you would like to volunteer, donate, or stay up to date as we build, check out the Mayne Island Early Childhood Society's website: <http://www.miearlychildhood.ca> or our daycare website: <http://www.mayneislanddaycare.ca>

**Mayne Island Early Childhood Society
Mayne Island Daycare**

COVID-19 Safety Plan



Updated March 2021
594 Fernhill Road

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1. Our Priorities, Approach and Strategy

This plan outlines the COVID-19 related strategies and measures put in place by the Mayne Island Early Childhood Society (MIECS) as we update and adjust our programming at the Mayne Island Daycare. This document is informed by [COVID-19 Public Health Guidance for Child Care Settings](#), [BC's Restart Plan: Next Steps to Move BC Through the Pandemic](#) and the [BC COVID-19 Go-Forward Management Strategy](#), and is also in keeping with [BC's COVID-19 Go-Forward Management Checklist](#) and information on [WorkSafe BC's COVID-19 Information and Resources](#) and [COVID-19 FAQ](#).

The daycare closed its doors on March 20th as the government of British Columbia declared a provincial state of emergency in response to the COVID-19 pandemic. We reopened with a modified program schedule on June 1st. Throughout the summer, enhanced outdoor use, staffing, and cleaning were made possible by Ministry of Family and Child Development's Temporary Emergency Funding (TEF). This additional funding, TEF, ended on August 31st, and operations returned to the primary use of the Crab Room at Mayne Island School. More recently, we have acquired a temporary location until our new Family Place is built. This temporary location provides the daycare the ability to limit interactions with other programs and allows us to operate full-time Monday through Friday as we no longer share facilities.

Our plans continue to be concerned with the singular notion of balancing our ability to manage health risks and promote psychological wellbeing for our children and staff.

It is our intention to make the daycare a safe and welcoming place for children, staff, and families as we move through the next months of the pandemic. We are confident in our ability to deliver quality programming that meets family need as well as our obligations under the following jurisdictions:

- The Provincial Health and Public Health Offices
- The Provincial Childcare Licensing Office
- The Ministry of Family and Child Development
- WorkSafe BC

Maintaining an environment where children feel safe, supported, and loved so that they continue to learn from each other and their environment, is our priority throughout this time. An equally high priority is supporting our staff to be safe, healthy, and happy as they accept the risks associated with essential service work.

This document details the important health, safety, and scheduling procedures in place until further notice. Families are reminded that, should a lack of staff be available, the **daycare could close on short notice during the pandemic**. The daycare will also consider **immediate closure** if public health guidance dictates. We also ask that families follow the provincial guidelines in place as

Please keep this information package handy for reference. You may be directed to the policies and procedures outlined within. If you lose your copy, we will gladly replace either digitally or on paper. Thank you for your cooperation and understanding throughout this pandemic.

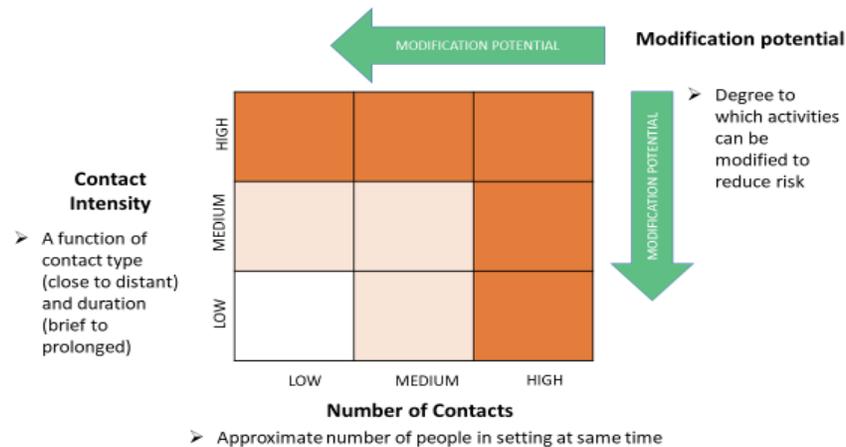
Please Note: The following changes **are in addition** to our policies in the Parent Handbook. In cases where enhanced Covid-19 policy, information or expectations differ from those found within the current Parent Handbook, the **NEW** policy will be in full effect until further notice.



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2. Overview of Risk Assessment and Management Strategy

It remains essential to assess the risk of transmission and introduce modifications to our program and policies that address our level of risk adequately and accurately. BC's Go Forward strategy, guided by science and the medical advice of the provincial health officer, suggests the best way to measure risk is to assess the **level of contact intensity** against the **number of contacts**, as the diagram below indicates:



Source: Province of British Columbia. [BC COVID-19 Go-Forward Management Strategy](#).

“The risk in child care settings is considered low in BC as evidence shows:

- COVID-19 is less commonly transmitted between children, and between children and adults;
- COVID-19 is more commonly transmitted between adults, and from adults to children; and
- Young children are less at risk for severe illness from COVID-19.

Along with implementing the measures outlined in this guidance, child care providers can support this low risk setting. As incidence will change over time in the province, the risk of cases or clusters in daycares may be higher or lower in the future than it is currently. This guidance will be updated as the pandemic evolves. For up-to-date information on COVID-19, visit the BCCDC website.

COVID-19 and Young Children COVID-19 has a very low infection rate among young children. Based on published literature to date, the majority of cases of COVID19 in young children are the result of droplet spread from a symptomatic adult family member in the household setting. Children are not the primary drivers of COVID-19 spread in child care facilities, schools, or other community settings. Children tend to have very mild symptoms of COVID-19, if any. They often present with mild respiratory symptoms, such as a cough. Most young children are not at high risk for COVID-19 infection; however, children under one year of age and those who are immunocompromised or who have pre-existing pulmonary conditions are at higher risk of more severe illness (see Children with Immune Suppression on the BCCDC website for further details)” Source: [COVID-19 Public Health Guidance for Child Care Settings](#)

It is important to note that the risk of transmission has not decreased since our initial reopening and returning to a more indoor-based program may increase transmission risk. Previous options to remain predominately outdoors all day and maintain two full-time staff are no longer available to us.

The modifications we have introduced to reduce transmission as we transition back into the indoor classroom setting are:

1. Maintaining as much outdoor time as possible
2. Minimizing the number of adults in the classroom at any given time, and requiring adults in the classroom to physically distance and practice diligent hand hygiene
3. Offering activities, toys and environmental cues that reduce contact between children while still attending to social skills and relationship development
4. Maintaining a high level and frequency of disinfection, cleaning, and personal hygiene

3. Protocols and Policies in Place to Reduce Risk

[The Public Health Guidance for Child Care Settings](#) identifies five categories of measures to reduce risk in order of effectiveness— public health measures, environment measures, administrative measures, personal measures, and person protective equipment. These are outlined in more detail below.

3.a Public Health Measures

Public health measures are actions taken across society to limit the spread and reduce the impact of COVID-19 and emphasize the need for people to stay home when they are sick.

- Requiring staff, children, and parents to stay home and be assessed by a health care provider should they have symptoms of COVID-19 OR have travelled outside of Canada in the last 14 days OR have been identified by public health as a close contact of a person with a confirmed case of COVID-19
- Ensuring that sign-in is done accurately each day should the need for contact tracing occur
- Under these challenging pandemic circumstances, we rely on each other to ensure that the safe operation of our daycare can continue. **Staff, parents, and caregivers have an equal responsibility to ensure adherence to the latest public health orders, at home, work, and daycare.** For many families, this has meant that the daycare is their ONLY bubble. We understand that, for others, this is not always possible. **Please be aware that practicing layers of protection and adhering to health orders has a direct impact on our ability to remain open.**

3.b Environmental Measures

Environmental Measures are physical changes in the setting that reduce risk of exposure by isolation or ventilation.

- Please be aware when bringing your child to daycare that physical distancing is not possible in meeting the direct care needs of young children. While we can encourage distancing through the games, toys, and physical set up, children are social beings who will naturally gravitate towards one another and must be allowed to play. If this is not something you are currently comfortable with, you may wish to delay your return.
- Staff will have children outside as much as possible, including for learning activities, snack time and play time. Activities will be organized in a thoughtful way, taking into consideration personal measures and Staff will keep windows open as much as is comfortable.



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- Removal of garbage, general cleaning and disinfecting of surfaces are to be completed at least **once daily**, or immediately if visibly dirty
- Frequently touched surfaces to be cleaned and disinfected at least **twice a day**. These include doorknobs, light switches, faucet handles, table counters, chairs, toys, etc.
- There is no evidence that the COVID-19 virus is transmitted via textbooks, paper, or other paper-based products. As such, there is no need to limit the distribution or sharing of books or paper based educational resources. Laminated paper-based products should be cleaned and disinfected daily if they are touched by multiple people. If books are mouthed by children, the books will be cleaned and disinfected before use by anyone else. Learn more [here](#).
- Toilet, diaper changing area and sink cleaned and disinfected after each use
- Increased distance between nap mats, if possible. If space is tight, children will be placed head-to-toe or toe-to-toe. Textiles laundered or switched out nightly between different children.
- Disinfectant bins or sinks will be used throughout the day to soak any toys which are mouthed
- Any **recyclable** items in your child’s lunch will be returned home, as we will not be taking on recycling at this time. We encourage you to send reusable containers.
- **Please do not bring** any shared snacks or anything from home other than the essentials for the day (See Parent Handbook – What to Bring)
- Parents are asked to only bring personal comfort items if absolutely needed (e.g., stuffies and blankets). These items **MUST** be cleaned and laundered prior to drop-off and again at the end of each day. **Please tuck the item away into child’s bag upon arrival for ease of transport.**

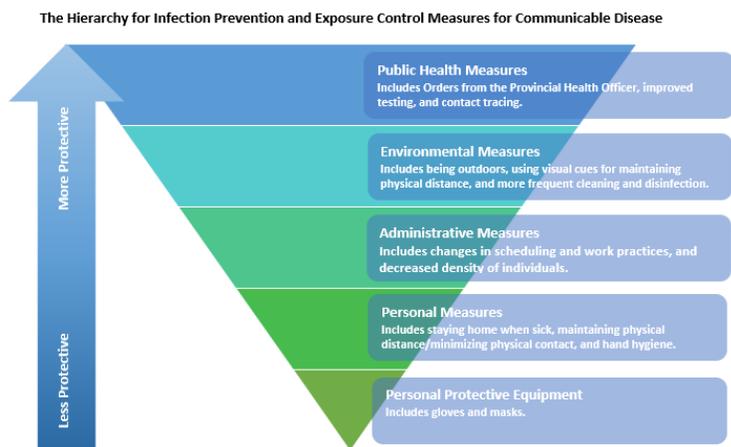


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3.c Administrative Measures

Administrative measures are enabled through implementation of policies, procedures, and education. “The physical space requirements for **licensed child care settings** set out in the Child Care Licensing Regulation mean that child care centers have **sufficient space** to practice physical distancing between staff **without reducing the number of children in care at any one time.**” [BCCDC](#) Staff will reasonably minimize the frequency of direct physical contact with children and encourage children to minimize physical contact with each other based on age and/or developmental readiness. Children of the same household do not need to maintain physical distance from each other. According to [BCCDC](#):

“Within child care settings, physical distancing should include avoiding physical contact between staff, avoiding unnecessary physical contact between staff and children, minimizing close, prolonged, face-to-face interactions where possible, and encouraging everyone to spread out as much as possible within the space available. It is not necessary to attempt to eliminate close contact between children, recognizing the importance of children’s emotional, physical and developmental needs.”



- **Parents** must complete a Daily Health Check for symptoms of their child(ren) before attending daycare and keep them home if they are ill – **See Appendix for Daily Health Checklist**
- **Staff** are required to complete a Daily Health Check for symptoms prior to work and stay home if they are ill – **See Appendix for Daily Health Checklist**
- **Authorized Person(s)** must wear a mask, sanitize, sign in/out, and provide a contact phone number when dropping off and/or picking up a child(ren) (ie. Grandparent) for contact tracing
- Staff and parents/guardians should maintain physical distancing from one another
- Temporary ban on swapping days/daycare seats between families
- Parents/guardians are not permitted past the entry way during operating hours.
- For new families, meet and greet tours will be held outside of operating hours and appropriate cleaning procedures will be followed before and after. Parents/guardians must wear masks and sanitize. Children do not need to wear a mask.

3.d Personal Measures

Personal measures are actions individuals can take to both protect themselves and others.

Registration in Licensed Child Care Programs: To ensure minimal exposure to our staff and families, we ask that families do not concurrently register their children in more than one licensed childcare program.

Zero Tolerance Illness Policy

Parents/caregivers will be contacted and required to pick up children immediately if they develop any symptoms listed on the Daily Health Check while at daycare – **See Appendix for complete protocol**

- **Staff, children, parents/caregivers must remain home and self-isolate** if they have symptoms of COVID-19, are awaiting results of a COVID-19 test **OR** have travelled outside of Canada in the last 14 days **OR** have been identified by public health as a close contact of a person with a confirmed case of COVID-19.
- **Parents/caregivers** must assess their child **daily** for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease prior to daycare. If a presence of symptoms of the common cold, influenza, COVID-19 or other infectious respiratory disease, parents/caregivers **MUST** keep their children at home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, **AND** their symptoms have resolved.
- It is the sole responsibility of each individual **Staff member** to complete a daily health assessment of themselves before attending work and acknowledge/sign on attendance sheet.
- **Staff will not provide guidance** regarding assessing symptoms of other staff, parents/caregivers, or children, rather, they will refer the individual to this document, the Daily Health Checklist and/or a health care professional.
- The Daily Health Assessment checklist can be found in the Appendix of this document, or you may utilize the [online self-assessment tool](#).
- Children and staff with **known allergies or pre-existing medical conditions** that may present similar symptoms such as asthma, are not required to stay home if they have “usual” symptoms. If new symptoms develop or symptoms change significantly, families are asked to have their children assessed promptly by a health-care professional, staff are expected to do the same. It is the

parent/caregiver's responsibility to share both pre-existing and newly diagnosed medical conditions that may present similar symptoms with the daycare Staff. Without this knowledge, children may be sent home and be required to see a health care provider before they are able to return to daycare.

- The **Mayne Island Health Centre** practitioners have been incredibly supportive of the daycare, and when possible can help to troubleshoot symptoms and/or assessment strategies.
 - Mayne Island Health Centre can be reached at 250-539-2312
 - The [BC COVID-19 Self-Assessment Tool](#) / Nurses Hotline dial 8-1-1

Hand Washing Procedure

- Hands are washed with plain soap and water for at least 20 seconds (Sing ABC's or Twinkle Twinkle Little Star), we ask that you help us create routine and consistency by incorporating this at home
- Antibacterial soap is not required for COVID-19
- If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol may be used when soap and water are not readily available – we avoid sanitizer as much as possible
- Children will be supervised when they use hand sanitizer to prevent ingestion
- Staff will assist all children with proper hand washing
- We will incorporate additional handwashing opportunities into the daily schedule, based upon the guidance of the appendix below
- We will ensure the daycare is well-stocked with hand washing supplies including plain soap, clean towels, paper towels, waste bins, and where appropriate, hand sanitizer.

Respiratory Etiquette

Children and staff will be encouraged to:

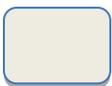
- Cough or sneeze into their elbow sleeve or a tissue
- Not touch their eyes, nose, or mouth with unwashed hands
- Not share food, drinks, soothers, bottles, sippy cups, toothbrushes, facecloths, and other personal items
- Label personal items with the child's name to discourage accidental sharing
- Children will not be allowed to prepare or serve food

3.e Personal Protective Equipment

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. They should only be used when all other controls have been fully explored.

Mayne Island Daycare recognizes that masks are a personal choice and support our staff should they choose to wear one.

- Staff will wear disposable gloves when cleaning blood or bodily fluids, and when diapering
- Ensure hand hygiene before wearing and after removing gloves
- Masks can be irritating, especially in young children and may lead to increase touching of the face and eyes



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Food and Drink Policies and Procedures

Purpose: To create a sense of community, giving each child the same good start to the day with a nutritious and fulling breakfast which all children can enjoy together in an atmosphere the endangers a sense of equality.

When: Once children arrive and wash their hands

How: Staff will make and portion out the meal in the kitchen to avoid cross contamination and will serve bowl while children are seated.

What: Steel cut oats, oat milk (in case of undiagnosed sensitivities), maple syrup and seasonal fruit when available

Clean up: Tableware, cooking utensils, and serving utensils will be washed and sanitized. Tables will be washed and sanitized, as well as Staff will follow appropriate personal hygiene as noted throughout the Safety Plan.

Please note: Share foods from families are not permitted, and children will not be allowed to serve them self via share plates.

Acknowledge and Agree

I acknowledge the following: I hereby have read the Mayne Island Daycare Safety Plan and agree with all requirements set forth as a user of the Mayne Island Daycare. I understand that this Safety Plan is to be used in conjunction with the current Parent Handbook and that these policies and procedures may change without notice based on guidance from Public Health. If they do, you will be required to sign a new copy. Please be aware that practicing layers of protection and adhering to health orders has a direct impact on our ability to remain open.

I understand and accept all the policies this document contains and **have initialed each box throughout on the left-hand margins**. One parent/guardian signature acknowledges that all parties agree and understand.

Parent/Guardian Signature: _____

Print Name: _____

Date: _____



Initials

Appendix A: Summary of Child Care Setting Control Measures



1. STAY HOME WHEN SICK

Staff or children with new symptoms of illness should stay home.

Staff or children who develop symptoms in a child care setting should go home.



2. HAND HYGIENE

Clean hands more often.

Thorough hand washing with plain soap and water for at least 20 seconds helps prevent the spread of illness.



3. RESPIRATORY AND PERSONAL HYGIENE

Cover coughs.

Sneeze into elbows.

Don't share food, drinks, or personal items.



4. PHYSICAL DISTANCING

Minimize close, face-to-face interactions between staff.

Minimize physical contact between staff and children.

Spread children and staff out to different areas when possible.

Take children outside more often.

Incorporate individual activities.



5. CLEANING AND DISINFECTION

General cleaning of the premises should occur at least once a day.

Cleaning and disinfecting of frequently touched surfaces should occur at least twice a day.



Appendix B: Daily Health Check Example

The following is an example of a daily health check to determine if you or your child should attend a child care setting that day. **Remember, if you think your child is ill, please keep them at home.**

| Daily Health Check | | | |
|----------------------------|---|------------|----|
| 1. Key Symptoms of Illness | Do you have any of the following new key symptoms? | CIRCLE ONE | |
| | Fever | YES | NO |
| | Chills | YES | NO |
| | Cough or worsening of chronic cough | YES | NO |
| | Breathing difficulties (breathing fast or working hard to breathe) | YES | NO |
| | Loss of sense of smell or taste | YES | NO |
| | Diarrhea | YES | NO |
| | Nausea and vomiting | YES | NO |
| 2. International Travel | Have you returned from travel outside Canada in the last 14 days? | YES | NO |
| 3. Confirmed Contact | Are you a confirmed contact of a person confirmed to have COVID-19? | YES | NO |

If you answered “YES” to two or more of the questions included under ‘Key Symptoms of Illness’, or you have a fever or difficulty breathing, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. If a health assessment is required, you should not return to the child care setting until COVID-19 has been excluded and your symptoms have improved.

If you answered “YES” to only one of the questions included under ‘Key Symptoms of Illness’ (excluding fever and difficulty breathing), you should stay home for 24 hours from when the symptom started. If the symptom improves, you may return to a child care facility when you feel well enough. If the symptom persists or worsens, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner.

If you answered “YES” to questions 2 or 3, use the [COVID-19 Self-Assessment Tool](#) to determine if you should seek testing for COVID-19.

If a COVID-19 test is recommended as a result of the health assessment, self-isolate while waiting for results (see information on how results are provided [here](#)).

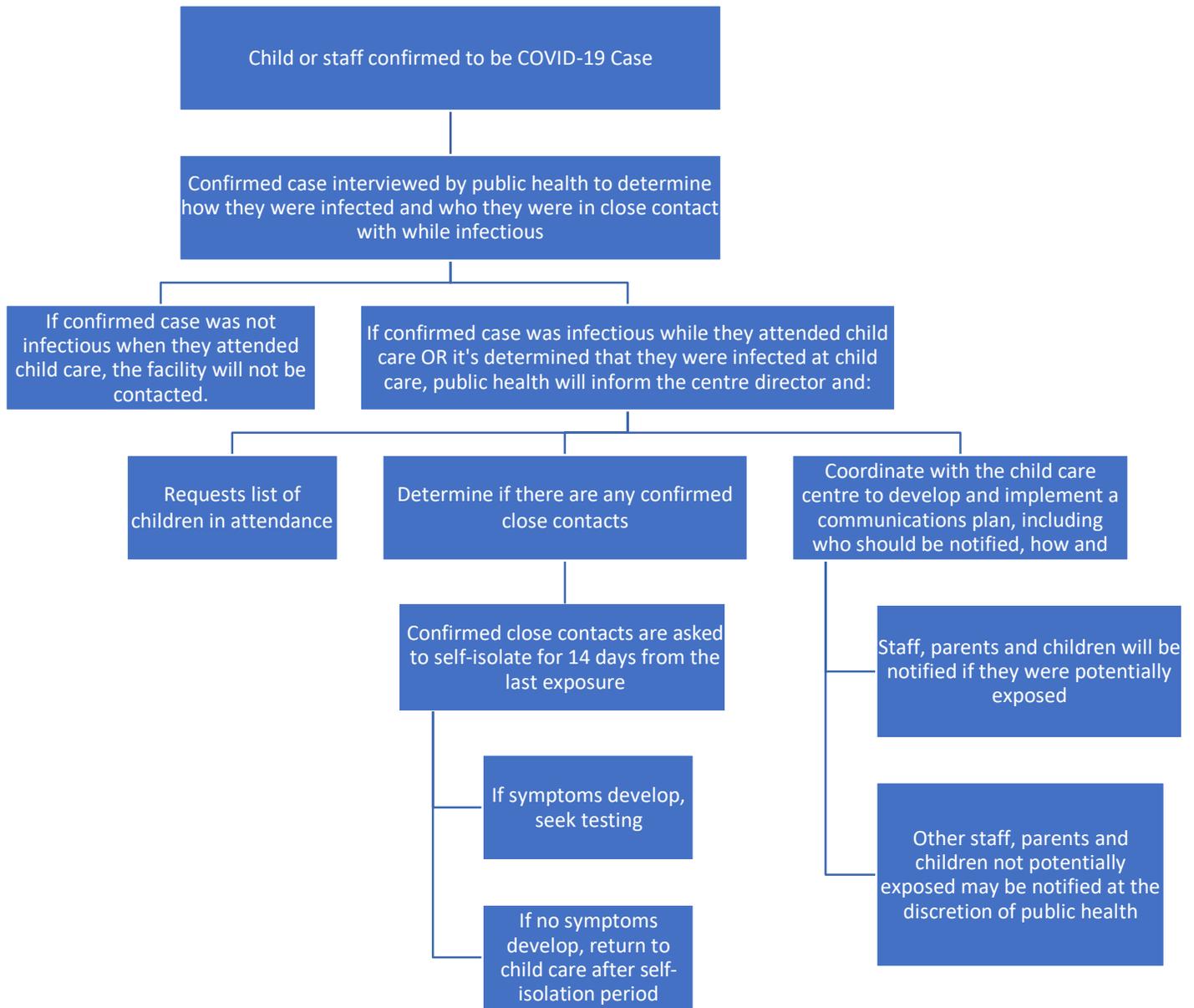
- **If the COVID-19 test is positive,** self-isolate and follow the direction of public health.
- **If the COVID-19 test is negative,** return to the child care facility once well enough to participate.
- **If a COVID-19 test is recommended but not done,** self-isolate for 10 days after the onset of symptoms and return when you or the child are well enough to participate.

If a COVID-19 test is not recommended, staff or children may return when well enough to participate.

A health-care provider note (i.e., a doctor’s note) should not be required to confirm the health status of any individual.



Appendix C: Public Health Actions if a Staff, Child or Other Person Who Has Been in the Child Care Setting is a Confirmed COVID-19 Case



Appendix D: What to Do if a Child or Staff Member Develops Symptoms

| <p><i>If a Child Develops Any New Symptoms of Illness While in a Child Care Setting</i></p> | <p><i>If a Staff Member Develops Any New Symptoms of Illness While in a Child Care Setting</i></p> |
|--|--|
| <p>Staff must take the following steps:</p> <ol style="list-style-type: none"> 1. Immediately separate the symptomatic child from others in a supervised area. 2. Contact the child's parent or caregiver to pick them up as soon as possible. 3. Where possible, maintain a 2-metre distance from the ill child. If not possible, staff should wear a non-medical mask or face covering if available and tolerated or use a tissue to cover their nose and mouth. 4. Provide the child tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene. 5. Avoid touching the child's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene. 6. Once the child is picked up, practice diligent hand hygiene. 7. Staff responsible for facility cleaning must clean and disinfect the space where the child was separated and any areas recently used by them (e.g., classroom, bathroom, common areas). <p>Parents or caregivers should pick up their child as soon as possible if they are notified their child is ill.</p> | <p>Staff should go home as soon as possible.</p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> 1. Symptomatic staff should separate themselves into an area away from others. 2. Maintain a distance of 2 metres from others. 3. Use a tissue or non-medical mask to cover their nose and mouth while they wait to be picked up. 4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas). |
| <p>Children and staff should return to the child care facility according to the guidance in this document.</p> <p>A health-care provider note should not be required for children or staff to return.</p> | |

