



RIDEAU LAKES EARLY LEARNING CENTRE

29 Main Street | P.O. Box 154 | Elgin, ON K0G 1E0

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HEALTH AND SAFETY PROTOCOLS

SANITIZATION OF SPACE, TOYS AND EQUIPMENT

1. Ensure all current infection prevention and control practises are adhered to, this includes but is not limited to:
 - Ensuring all toys used at the centre are made of materials that can be cleaned and disinfected (avoiding plush toys, etc.).
 - Increasing the frequency of cleaning and disinfecting objects, toys, and frequently touched surfaces.
 - Frequently touched surfaces are most likely to become contaminated, including doorknobs, light switches, toilet and faucet handles, and tabletops, and must be disinfected at least twice a day.
 - Only using disinfectants that have a Drug Identification Number (DIN). Low-level hospital-grade disinfectants may be used.
 - Checking expiry dates of products used and always following manufacturer's instructions.
 - Performing proper hand hygiene (including assisting children with hand hygiene); and,
 - Incorporating additional hand hygiene opportunities into daily schedule.
 - Disinfecting agents will be used in accordance with the products instructions and contact time will be in accordance with product recommendations.
 - All individuals will practise proper hand hygiene before and after using shared space and toys.

HOW PHYSICAL DISTANCING WILL BE ENCOURAGED

To ensure physical distancing childcare providers will:

- Encourage physical space between children by spreading children out into different areas; staggering or alternating lunchtime and outdoor playtime (where possible) and incorporating more individual activities or activities that encourage more space between children.
- Visual cues such as footprints on the floor will be displayed for children to encourage physical distancing.
- Increase outdoor play in small groups which facilitate physical distancing.
- Water or sensory tables are permitted to be used when proper hand hygiene is performed before and after use.
- Increase distance between cots/cribs or if space is tight place children head-to-toe or toe-to-toe. Cots and cribs will be disinfected after each use. Bedding and blankets will be washed nightly.
- Children's cubbies will be emptied upon departure and disinfected nightly.
- Children must not share soothers, bottles, sippy cups, toothbrushes, facecloths, etc.
- All items must be clearly labelled.



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- Reinforce “no food sharing” policies.
- Childcare providers will ensure that each child provided with meals or snacks has their own individual meal or snack.
- Multi-use utensils will be sanitized between uses.

SCREENING MEASURES

- All individuals, including staff, children AND parents/guardians must be screened before arrival using the criteria below, including temperature checks. Entry will be denied to any person including the child of a parent/guardian who meets the following criteria:
 - Signs/symptoms of COVID-19 in accordance with the Ministry of Ontario Screening guidelines found at <https://covid-19.ontario.ca/school-screening/>
 - Anyone who has travelled outside Canada in the last 14 days.
- Thermometers with single-use protective covers will be used to check temperatures of children if staff suspect a fever.
- Screening will be completed upon arrival using the Ontario Screening tool. Those who pass screening will be permitted to enter.
- If symptoms on anyone being screened include any symptom from the list below, the individual is presumed to have COVID-19 infection and is advised to self-isolate.
- If the individual is **fully vaccinated** OR is a child under the age of 12 years old, they should self-isolate for at least 5 days from symptom onset AND until their symptoms have been improving for 24 hours (or 48 hours if gastrointestinal symptoms), whichever is longer in duration.
- If the individual is not fully vaccinated and is 12 years old or older, or if they are immune compromised, they should self-isolate for 10 days from symptom onset AND until their symptoms have been improving for 24 hours (or 48 hours if gastrointestinal symptoms) and they are afebrile, whichever is longer in duration.

○ The symptoms include:

- Fever and/or chills; OR
- Cough; OR
- Shortness of breath; OR
- Decrease or loss of taste or smell; OR
- **Two or more of:**
 - runny nose/nasal congestion
 - headache
 - extreme fatigue
 - sore throat
 - muscle aches/joint pain
 - gastrointestinal symptoms (i.e. vomiting or diarrhea)



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o If symptoms do not include any of the above, the individual is less likely to have COVID-19 infection and is advised to self-isolate until symptoms are improving for at least 24 hours (or 48 hours if gastrointestinal symptoms).

o **All household members** of the symptomatic individual, regardless of vaccination status, should stay at home while the symptomatic individual is isolating (for at least 5 days from symptom onset AND until they are afebrile and their symptoms have been improving for 24 hours (or 48 hours if gastrointestinal symptoms)) due to the high rate of transmission within households. If they develop symptoms, they should follow isolation directions for symptomatic individuals and if eligible for testing, seek testing.

- If a **RAT (Rapid Antigen Test)** is available to the person with any of the above listed symptoms, RAT may be used to assess the likelihood that symptoms are related to COVID-19.
 - o A **positive RAT** is highly indicative that the individual has COVID-19, and the individual is required to self-isolate. ☑ If the individual is fully vaccinated or is a child under 12 years of age, they should self-isolate for 5 days from symptom onset and until their symptoms have been improving for 24 hours (or 48 hours if gastrointestinal symptoms), whichever is longer in duration.
 - If the individual is not fully vaccinated and is 12 years old or older or if they are immune compromised, they should self-isolate for 10 days from the onset of symptoms, or from the date of their test (whichever was earlier).
 - In the community non-high risk setting positive RATs do NOT need to be confirmed by PCR/rapid molecular test.
 - Positive RAT tests do NOT need to be reported to the public health unit.
 - **All household members** of the positive RAT individual, regardless of vaccination status, should stay at home while the symptomatic individual is isolating (for at least 5 days from symptom onset AND until they are afebrile and their symptoms have been improving for 24 hours (or 48 hours if gastrointestinal symptoms)) due to the high rate of transmission within households. If they develop symptoms they should follow isolation directions for symptomatic individuals and if eligible for testing, seek testing.

o If two consecutive RATs, separated by 24-48 hours, are both **negative**, the symptomatic individual is less likely to have COVID-19 infection, and the individual is advised to self-isolate until symptoms are improving for at least 24 hours (or 48 hours if gastrointestinal

- symptoms). The household members of the symptomatic individual with two negative tests may also discontinue self-isolation.
- If the symptomatic individual works in a **highest risk setting**, they should avoid work for 10 days from symptom onset. o If RAT is available, these individuals can return to work on day 7 from the date of symptom onset or positive test (molecular or PCR) (whichever is earlier) if they meet the following criteria:



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- Have two consecutive negative RATs at least 24 hours apart (e.g. day 6 and 7) AND
- Their symptoms have been improving for at least 24 hours (or 48 hours if gastrointestinal symptoms).
- Alcohol-based hand sanitizer containing 60% alcohol content should be placed at all entrances.
- Daily log indicating if screening has been completed, screening was passed, name of person attending the centre and signature of staff. Signature sheets of children, visitors and staff will be kept on site for at least 1 year.
- All attendance records will be stored in filing cabinet in the office and will be organized by most recent to least recent in order to ensure proper contact tracing.
- All visitors' logs will be stored in desk filing cabinet by month and once current month is complete logs will be stored in a marked box in the office.
- All attendance and visitors' logs will be kept for a year for the purpose of contact tracing.
- Screening can be completed at home by using the following website <https://covid-19.ontario.ca/school-screening/>

PARENT DROP-OFF AND PICK-UP PROCEDURES

- All individuals entering the building must sign in and out on the sign in sheet located at the main entrance.
- Pick-up or drop-off of children will happen in the main entrance after ensuring screening was completed at home, using hand sanitizer, and adults have masks on for all families dropping off.
- Families will screen themselves before arriving to the centre.
- When holding infants and toddlers, blankets, cloths, or sheets may be used over childcare providers clothing and change blankets/cloths or sheets will be changed between children.

MANAGEMENT OF CHILDREN WITH POSSIBLE COVID-19

If a child begins to experience symptoms of COVID-19 while attending childcare, it has been recommended that:

- Symptomatic child is immediately separated from others in a supervised area until they can go home ie. Another room or office. In addition, where possible anyone who is providing care to the child should maintain 2 metres.
- If a 2-metres distance cannot be maintained from the ill child, advice from the local public health unit will be necessary to prevent/limit transmission to those providing care.
 - While contacting the public health unit, at minimum the child and the childcare worker should wear a surgical/procedure mask (if tolerated).
 - Staff with symptomatic child/children will wear gloves, mask, shield, and lab coat. Once child has left the centre staff must remove PPE and discard appropriately as instructed by Public Health.
 - Hygiene and respiratory etiquette should be practiced while the child is waiting to be picked up.
 - Tissues should be provided to the child for proper respiratory etiquette, with proper disposal of the tissues and proper hand hygiene.



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- If child is over 2 years of age and parent or guardian has signed mask permission form child will be required to wear a mask as tolerated.
- Environmental cleaning of the space the child was separated will be conducted once the child has been picked up.
- Room where child has been will be cleaned and disinfected in accordance to Public health guidelines and disinfectant wipes will be used.

IN THE EVENT OF A POSITIVE COVID-19 CASE OR OUTBREAK

- In the event of a positive case or an outbreak Rideau Lakes Early Learning Centre will follow the guidance of Public health.
- In the event the centre is instructed to close for additional cleaning and or to control outbreak families will be notified via phone and or email.
- In the event a room is closed due to positive COVID-19 case families will be notified via phone and or email.
- All visitors that were affected by a positive case will be notified via phone or email.
- All persons who may have had contact with the infected individuals/ individuals will be notified promptly via phone and or email.
- Public health will be notified immediately in the event of a positive COVID-19 case.
- Executive Director or Supervisor will create a serious occurrence in the event of a room or centre closure as mandated through the Childcare and Early Years Act (CCEYA) in accordance with the CCEYA.

HOW SHIFTS WILL BE SCHEDULED

- Shifts will be scheduled by encouraging staff to work in one room where possible.
- Shifts will be based on the needs of the family on our care
- Staff will work with the same group throughout the day when possible.

RESCHEDULING OF GROUP EVENTS AND/OR IN-PERSON MEETINGS

- All visitors must pass screening requirements, proper hand hygiene must be followed, must sign in and out, and follow all the centres and public health guidelines.
- Any in-person monitoring, or licensing inspections must adhere to the screening process.
- When possible non-essential face-to-face meetings will be postponed or converted to virtual appointments.

Reference:

Ontario, Ministry of Health. (2021 December). *COVID-19 Integrated Testing & Case, Contact and Outbreak Management Interim Guidance: Omicron*

Surge. https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/contact_mngmt/management_cases_contacts_omicron.pdf?fbclid=IwAR2T4o0gkJHNxy3utZH27gLXCwbvM9hmdwFNfX6mgGsv4iMQOf6CcTobh7A