



ELGIN NURSERY SCHOOL

77 Main Street | P.O. Box 154 | Elgin, ON K0G 1E0
rlelc@hotmail.com | 613-359-0002

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PHYSICAL DISTANCING POLICY AND PROCEDURES

Space set-up and Physical Distancing

- Physical distancing of 2 meters will be maintained whenever possible.
 - Staff arrival and departure,
 - Child drop off and pick ups,
 - Between cohorts (including outdoor play), and
 - Within groups.
- Staff will avoid getting close to faces of children whenever possible (e.g. activities that may result in droplet spread).
- Staff must wear a mask and face shield when physical distancing cannot be maintained.
- When staff hold toddlers, staff will use blankets or cloth over their clothing.
 - Blankets and cloths will not be shared between children and washed at least daily.
- Programs will not mix.
 - Programs will have scheduled times in common areas (e.g. gyms, outdoor playgrounds).
 - A physical barrier will be used when more than one group is using the same indoor/outdoor space.
- Physical distancing is promoted within cohorts.
 - Spreading children out.
 - Incorporating more individual activities or activities that encourage more space between children.
- More time will be spent playing outdoors if there is more space to separate within and between cohorts.
 - Shared toys, equipment (e.g. swings, slides), and play structures will be disinfected weekly and proper hand hygiene performed before and after use.
- If practical and safe, the number of people allowed in the same room will be limited.
- One-way routes where appropriate, will be established to maintain physical distance.
- Floor markings, partitions, and other signage will assist with physical distancing measures.



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Meal and Snack Time:

- Physical distancing will be maintained at snacks by spreading children out and staggering snack when possible.

Shift Scheduling:

- Staff including supply/replacement staff will be designated to one group and one room where possible.
 - Screener will track where they work to assist with contact racking and cleaning in the event an employee contracts COVID-19.
- Staff will be dissuaded from leaving their program apart from bathroom breaks.
- Staff will be permitted to work from home whenever possible (i.e. administrative staff)
- Start times, breaks will be staggered to encourage physical distancing.
 - Please use the designated area for breaks.
 - Please remember to wipe down any surfaces used throughout the day.

Visitors and Events:

- Group events and meetings (e.g. staff meetings, tours, interviews) will be rescheduled, or done virtually, or over the phone where possible.
- All visitors must perform proper hand hygiene prior to entering, masks worn, sign in and out, be screened, and follow the centres/public health policies and procedures/guidelines.
- Only the executive director or supervisor will answer the door during the day. They will screen all people entering the daycare.

Storage of Materials:

- No personal items will be stored at the childcare centre including outerwear and strollers.
- Children's' personal items such as outdoor clothing will be kept in a cubby and sent home daily.
- Diapers, wipes, sunscreen, diaper creams and spare clothes will be kept in a labelled individualized drawer in the bathroom.
- All personal water bottles must be kept at the childcare centre, washed, rinsed, sanitized, and stored in the kitchen.