



## YMCA of Newfoundland and Labrador – Child Care and Day Camp

### COVID-19 Protocols

To mitigate the spread of COVID-19 the YMCA has implemented protocols to ensure the health and safety of the children in our care, parents/guardians, and YMCA staff.

Under provincial guidelines for the relevant alert level the YMCA must adhere to health and safety protocols for fitness centres, regulated child care centres, and on-site locations in schools. In preparation of these protocols the Government of Newfoundland and Labrador Department of Education Early Learning and Child Care and NLESD guidelines and recommendations were followed.

#### Health and Safety Measures

Public health has mandated several approaches to slowing the spread of COVID-19. YMCA Child Care and Day Camp has put safety measures in place which include:

1. Staying home if symptomatic
2. Employee training and communication
3. Screening / drop-off and pick-up
4. Masks are recommended
5. Physical distancing, barriers, directional signage
6. Respiratory and personal hygiene
7. Extra cleaning and disinfecting

#### 1. Staying Home if Symptomatic

All people wishing to enter the YMCA child care centre or school-based location (e.g. staff, children, participants, contractors) will be asked to stay away if recently symptomatic, under an order to self-isolate (positive COVID-19 test, close contact with a person confirmed to have COVID-19, recent out of country travel) or are awaiting the results of a COVID-19 test.

If anyone is observed with one or more COVID-19 symptoms as listed on the screening questionnaire (e.g., coughing and fever) they will be asked to immediately leave the facility. Parents/guardians will be called and asked to pick up their child as soon as possible and advised to contact 811. Anyone who is symptomatic cannot return to the program until they have received a negative test, or medical clearance and their symptoms have passed.

#### 2. Employee Training and Communication

YMCA Child Care and Day Camp staff have participated in training related to COVID-19. Training includes:

- WorkplaceNL COVID-19 Work Safe Course - this course provides simple, practical instruction on how to reduce the risk of catching or spreading COVID-19 in the workplace
- YMCA specific training
- Ongoing training and professional development

There is employee representation from Child Care and Day Camp on the YMCA Pandemic Team and the COVID-19 Compliance Team. Regular meetings are held to review practices, training needs, compliance, continuous improvement, and adapting to changing alert level guidelines.

Periodic emails and e-newsletters are distributed from the General Manager, Manager, and the CEO as needed advising employees of new information. Employees also have access to the YMCA staff portal which contains comprehensive resources including the most recent updates related to COVID-19 and safe work practices.

### **3. Screening / Drop-off and Pick-up**

All parents/guardians are provided with the COVID-19 screening questionnaire questions. Parents/guardians are required to sign a form indicating their agreement to review these questions **daily** prior to their child's attendance at the child care centre or school-based location. Should the answer be "Yes" to any of the questions, at any time, parents/guardians must also agree to follow appropriate protocol. This protocol includes keeping children who are symptomatic out of the child care centre or school-based location and following the direction of 811.

#### Infant, Toddler, and Full Time Preschool Child Care:

- Ches Penney Family YMCA: Drop-off starts at 7:45 am; pick-up ends at 5:00 pm, and for Infant Programming 8:00am; pick up ends at 5:00pm.
- Central Labrador YMCA: Drop-off is anytime between 8:00 and 9:00am and pick up ends at 5:00pm.
- Parents/guardians are no longer required to call in to the Child Care Centre prior to drop-off or pick-up. Parents/guardians are permitted in the Child Care Centre.
- A consistent person for drop-off/pick-up, if at all possible.
- A separate COVID-19 daily register will be continued to be required in order to assist with contact tracing, should it be necessary. The register must include everyone (adult, children and staff) who enters and leaves the homeroom.
- Physical distancing will be maintained wherever and whenever possible.

#### School Age Child Care – School-based Locations:

- Entrances to all locations will remain locked at all times.
- Children must be picked-up prior to 6:00 pm.
- Parents/guardians must screen their children each day prior to attending the YMCA child care centre and school age program. Children may participate only if all the answers to the COVID-19 screening questions are "no".

- Parents/guardians must call the following number when they arrive at the parking lot for drop-off / pick-up:

Bishop Feild: 685-6062

Cowan Heights: 687-8603

Elizabeth Park: 697-3268

Holy Trinity 697 0449

Mary Queen of the World: 697-4806

Octagon Pond: 693-0404

Paradise Elementary: 691-0647

Roncalli: 697-0982

St. Andrew's: 697-2693

St. Peter's: 697-0682

St. Teresa's: 697-2324

Vanier: 697-3518

#### **4. Masks**

Staff, volunteers, and children, kindergarten through to grade six must wear a mask at all times.

#### **5. Physical Distancing, Barriers, and Directional Signage**

Plexiglas barriers have been installed in reception areas. Directional signage has been posted to facilitate traffic flow and reduce congestion. Physical distancing measures are in place to allow for two meters (six feet). Please respect all guidelines in place and follow instructions on signage. YMCA staff have been instructed to maintain physical distancing wherever and whenever possible.

Some strategies that are employed to maintain physical distancing include:

- Avoiding close greetings like handshakes with parents/guardians, or side hugs/high fives with the children.
- Small group activities will continue, with children interacting with a limited number of staff.
- Children will spend more time outside.

#### **6. Respiratory and Personal Hygiene**

Hand washing with soap, warm water and paper towels is the preferred method of hand hygiene. Each child care program room and school-based location has access to an adequate number of sinks, and supplies, for both staff and children. Teaching proper hand-washing is already part of child care programming. Alcohol-based hand sanitizer is available. Staff and children will be given adequate opportunity to wash their hands throughout the day including:

- after entering or leaving the facility, including going out to play
- after using the washroom
- after sneezing into one's hand
- before and after eating or preparing food
- after cleaning or removing garbage
- before applying and after removing gloves
- whenever hands get soiled.

Everyone in the child care centre and school-based location is reminded to cover their coughs, either by coughing into their elbow, or into a tissue, immediately discarding it and washing their hands.

Children are not to assist with food preparation. Food will be served in individual portions on personal dishware. Food and drink sharing is discouraged, as always. Dishes are washed using the 3-step method (clean, rinse, sanitize) or the program's dishwasher. In school-based locations disposable dishes are used.

## **7. Extra Cleaning and Disinfecting**

The daily cleaning checklist in place at each child care location outlines areas which require regular cleaning. However, the frequency of cleaning and disinfection will be increased. *Cleaning and Disinfection for Public Settings* will be followed.

Enhanced cleaning practices to support infection prevention and control are implemented, including but not limited to:

- Cleaning and disinfecting of high touch surfaces at least twice a day. These may include: counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, etc.
- Avoiding sensory play (e.g., water or sand activities) unless the activity can be individualized/labelled for single child (or sibling) use for inside play, however large group sensory play (water and sand) are permitted while outside.
- Removal of shared items such as toys that cannot be easily cleaned and disinfected.
- Reduction in clutter and limiting toys to those that can be disinfected daily.

Sodium hypochlorite (bleach) solution or a validated cleaner-disinfectant product with a DIN number validating it to kill human coronavirus and approved by Health Canada will be used.