

# BCCS COVID-19 Exposure Mitigation Plan, Oct 1st 2020

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BC is in phase three of the covid-19 restart plan and School districts are returning to full time in class learning at stage 2 of their rating system. To reflect this BCCS will be reopening the Play to learn preschool and Strongstart program at the Blueberry Creek Early Learning and care Centre and Robson After School care program at Robson Elementary.

These procedures have been developed in accordance with:

1. The MCFD COVID-19 Public Health Guidance for Childcare Settings  
[http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/Guidance\\_Child\\_Care.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf)  
 (updated July 8th)
2. The Worksafe BC guidelines for Childcare  
<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/child-care>

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## Blueberry Creek Early Learning and Care Centre

BCCS is limiting access to the center, to registered programs and approved events.

### Sickness and Covid Symptoms

Children and staff must not attend BCCS if they show any of the following symptoms

#### Symptoms of COVID-19

Symptoms of COVID-19 can vary from person to person. Symptoms may also vary in different age groups. Some of the more commonly reported symptoms include:

- new or worsening cough
- shortness of breath or difficulty breathing
- temperature equal to or over 38°C
- feeling feverish
- chills
- fatigue or weakness
- muscle or body aches
- new loss of smell or taste
- headache
- gastrointestinal symptoms (abdominal pain, diarrhea, vomiting)
- feeling very unwell

Children have been more commonly reported to have abdominal symptoms, and skin changes or rashes.

#### If child develops symptoms at home

Parents or caregivers must keep their child 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. **Parents must notify BCCS of symptoms when they first start.**

#### If Staff develops symptoms at home

Staff will stay home from work and self-isolate until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, AND their symptoms have resolved. **Staff must notify BCCS immediately.**

#### If Child develops Symptoms while at Childcare

If a child or staff member starts showing any symptoms of what could be influenza or COVID-19, BCCS will

- Contact the child's parent or caregiver to come and pick them up right away.
- Separate the child from others until their parent or caregiver can come and pick them up.
- Parents or caregivers **MUST** pick up their child promptly once notified that their child is ill.
- Any staff showing symptoms will go home right away.
- Continue to practice good hand hygiene and respiratory hygiene such as coughing in elbows instead of hands and throwing tissues out immediately after use.
- Do a thorough cleaning of the space once the child has been picked up.

## Facility Cleaning:

### 1. Daily Cleaning: The center is deep cleaned every morning prior to opening, by the custodian.

- All floors are mopped with disinfectant solution (carpets have been replaced with plastic padded mats to accommodate more effective cleaning)
- All surfaces (countertops, tables, chairs, cribs, change tables, shelves, door-handles, light switches, cubbies, baby gates in childcare rooms and offices are cleaned with disinfectant solution.
- All Bathroom surfaces are cleaned with disinfectant
- All soft furnishings and materials that are not easily disinfected will be removed from the childcare room.
- Custodian makes fresh bleach solutions each morning for staff use throughout the day.

### 2. Cleaning throughout the Day, by childcare staff

- As Both the IT and Buds room will have an additional childcare member of staff, (above licensed ratio) this person will be responsible for real time cleaning. Eg after snack time they will immediately thoroughly disinfect eating areas, after gym time they will disinfect mats, after play time they will disinfect toys, after crafts, with bleach solution etc. This person will also have a checklist of high touch areas throughout the building which will be cleaned at least twice during the day(door handles, lights, bathroom taps etc).
- Diaper stations, cribs and cots will be disinfected after each use.
- They will also assist with washing children's hands regularly, and after each transition.

## Hand hygiene and respiratory etiquette

Hand sanitizer stations are set up in each room and at the facility entrance.

### • Staff

Staff are required to wash their hands effectively or use alcohol based sanitizer regularly throughout the day including:

- When they arrive at the workplace and before they go home
- Before and after handling food (raw, cooked or pre-packaged), preparing bottles or feeding children
- Before and after giving or applying medication or ointment to a child or self
- After changing diapers
- After assisting a child to use the toilet
- After using the toilet
- After contact with body fluids (e.g., runny noses, spit, vomit, blood)
- Before donning and after doffing personal protective equipment
- After cleaning tasks
- After handling garbage
- Whenever hands are visibly dirty

### • Children

Children will be supported to wash their hands;

- When they arrive at the workplace and before they go home
- Before and after eating and drinking
- After a diaper change
- After using the toilet
- After playing outside
- After sneezing or coughing
- Whenever hands are visibly dirty
- All cloths used to wipe/clean infants will be single use

Children and staff are encouraged to cough into their “cough pockets” or tissues which are immediately placed in the garbage and hands washed. Staff and Children are also directed to refrain from touching their eyes, nose or mouth with unwashed hands.

## Arrival protocols:

### 1. Staff

- When staff arrive they will complete the health screen with the administrator, including temperature check and they will confirm that they are well and have no covid related symptoms, cough, fever, difficulty breathing, or have traveled overseas.
- Staff who have had confirmed close contact exposures will not be permitted to work for 2 weeks after the exposure.
- Staff will clean their hands with sanitizer and proceed directly to the staff room where they will leave all their personal belongings, bags, coats, phones, before washing their hands thoroughly and proceeding to their designated childcare room.

### 2. Buds Children (3-5)

- Buds Children will enter via the front door/lobby.
- Childrens drop off times will be staggered, with parents informed of their time slot (if they require an 8am drop off) after 8pm parents are free to drop off at their own discretion.
- Next parent/child will not be allowed to enter lobby area until previous drop off is complete. (drop off times are 5 mins apart, to respect all parents need to get to work on time , if your drop off cannot be conducted in this timeframe, you will be asked to please step outside into our front yard space and try again when the backlog has cleared, or consider coming back later)
- Buds children and parent will be met at the door by administrator, only one adult permitted at drop off. Parents and staff will respect 2 M distancing rules. Signage and floor markings will be in place.
- Parent and children will be asked to apply hand sanitizer or wash hands thoroughly (at bathroom #1) and complete the wellness check list and temperature check. Child will not be admitted to childcare if the child does not pass wellness check. The wellness check consists of a verbal confirmation by the parent that the child has no new cough, difficulty breathing, has not been administered any fever reduction medication, traveled outside the country in the last 14 days, or have had a confirmed close contact exposure.

- Childs lunch box will be placed onto a clean drop off table provided. Staff will collect, disinfect and bring the munch boxes to the class refrigerator, which is also disinfected daily.
- Parents are asked to only bring required items to childcare including lunch/snack kits, outdoor clothes, change of clothes. No personal toys/stuffies etc can come to childcare at this point.
- Well children will proceed to cubby area and childcare room with admin or childcare staff person, and parent will leave without progressing past lobby area. The parent may be permitted to enter the hall way and bring the child to cubby area if the child is extremely anxious, but cannot enter the classroom and must not stay for more than 5 mins. The parent will then exit via the south exit.
- When warmer weather dictates, drop off will move to the gate of the 3-5 outside area, where children will use hand sanitizer in lieu of hand washing upon arrival. All other processes will remain consistent.

### 3. IT Children

- Children will be dropped off at the IT outdoor play area.
- Parents (one at a time) will be permitted to enter the play area to complete the wellness check and sign in administered by IT staff. Parents and staff will respect 2 M distancing rules.
- Well children will be admitted to IT room after parents leave, and brought directly to the bathroom to wash their hands thoroughly.
- Parents will be asked to place all additional clothing/shoes/lunch kit etc clearly labelled in the childs bin which will be brought outside at the childs drop off time. Parents are asked not to bring toys/stuffies and all lunch kits should be sterilized daily.

### 4. Preschool Children

- Children will be dropped off at their allocated time at the south end exterior door, beside the preschool room. Staggered drop off and pick up times will be communicated to parents by Mrs Cook.
- Preschool children and parent will be met at the door by administrator, only one adult permitted at drop off. Parents and staff will respect 2 M distancing rules. Signage and floor markings will be in place.
- Parent and children will be asked to apply hand sanitizer and complete the wellness check list and temperature check. Child will not be admitted to preschool if the child does not pass wellness check. The wellness check consists of a verbal confirmation by the parent that the child has no new cough, difficulty breathing, has not been administered any fever reduction medication, traveled outside the country in the last 14 days, or have had a confirmed close contact exposure
- Children will require appropriate outdoor clothes, but no lunch/snacks or any other personal items will be permitted at preschool at this time.

### Pick up

Any children picked up before 5 will be dismissed outdoors (staff will collect personal items and bring out to parents). Parents picking up between 5-5.30 will enter the front lobby and ring the bell for attention. Staff will collect childs belonging and dismiss at the front lobby. Parents are asked to not pass the lobby area. One parent/caregiver at pick up time.

Preschool parent will pick up from the predefined area at allocated staggered time.

***Parents please be mindful of others at drop off and pick up. Maintain your physical distance at all times, respect the floor markings and limit interactions with staff and other parents. We ask that you only park in-front of the school for a few mins to facilitate drop off and then vacate the parking spot so the next parent can drop off.***

***We encourage you to call or e-mail if you have questions, comments or feedback that requires a more lengthy interaction.***

## **Buds 3-5 care, Physical distancing**

The physical environment , staffing and daily routine for the buds 3-5 childcare program will be altered and structured to minimize physical contact between staff and children. Care providers will minimize contact but when necessary, physical contact between care providers and children will be conducted as safely as possible, hands will be washed and the contact time will be as short as possible.

### **Environment**

Childrens cubbies will be spaced out and children will access cubbies in a staggered manner to ensure 2m is maintained. The classroom will be divided into separate activity stations and children will have their own personal bin of resources. A clean bin of resources and toys, chosen specifically for each child, to align with their developmental stage and preferences will be provided to each child daily.

Children will spend as much time as possible outdoors in the licensed play area.

A covered Gazebo has been installed and tables and chairs will be installed under this cover as an outdoor “classroom” space, and used for snack and crafts, 2m will be maintained.

The 2 childcare groups will alternate activities such as snacks, bathroom, play times etc to promote physical distancing .

Children will be escorted inside for bathroom and hand washing in groups of 2- 3 (child dependent)

The program will remain mainly indoors when the weather is not conducive to longer times outdoors, and the gym will be utilized to create more space for activities, to maintain physical distancing.

Childrens cots will be spaced 2m apart for sleeping. Children will be permitted one comfort pillow/blanket. This will be stored in a sealed plastic, labeled bin and accessed only at sleep time by the staff/child. This item must be brought home weekly and cleaned by parents. A clean sheet will be used daily for each child and provided and cleaned onsite.

Children will be encouraged to refrain from touching each other. Staff will minimize the frequency of direct physical contact with children. All staff must maintain 2 M distance from each other and parents.

There is no permitted sharing of food , this includes treats for celebration days. Parents or staff cannot provide communal food.

### **Administrative**

The Children will be divided into groups of 10 or less to assist with physical distancing during activities. The Children from each program(buds, preschool/IT) will not intermingle to reduce the size of their cohort.

### **Example, daily routine.**

8-.9.00 am drop off and free play, individual distanced play stations set up.

9-10 am Circle time and stories/songs, distanced seating

10-10.20 Transition to outdoor space for snack time. Children will be led in twos/threes to use bathroom and wash hands, staff will hand children their lunch kit from the fridge and they can move to outdoor space.

10.20-11 snack time at distanced seating spaces. After snack is eaten children will be let back into classroom to wash hands (classroom sink) and snack will be returned to fridge.

11-12.15 Educator led , physical games, running, skipping, obstacle course, nature walk, gardening.

12.15-1pm lunch (same procedure as snack)

1.-2.30 pm any children who wish to sleep/rest will have cots provided inside, spaced 6 m apart or more. Children who remain outside will have quiet time, sensory toys/games, learning games or books. Gym mats will be spaced to provide 2 meters between children. After children wake up all bedding will be washed. Childrens personal pillows will be placed back in their personal plastic sealed bag and returned to their cubby. These pillows must be brought home and cleaned weekly.

2.30-3.15 Activity, games, dancing, gardening, sprinklers etc etc

3.15-4 snack (as before)

4-5 Free play/inquiry based play

5-5.30 Transition last /any children to indoors.

### **IT 0-3 care, Physical distancing**

The classroom will be divided into separate activity stations and children will have their own personal bin of resources. . A clean bin of resources and toys, chosen specifically for each child, to align with their developmental stage and preferences will be provided to each child daily.

Children will spend as much time as possible outdoors in the licensed play area.

Childrens activities will be staggered as much as possible to promote physical distancing. eg some children will have lunch when others are napping. etc

All high chairs and cots/crips will be spaced 2m apart, unless physical barriers are in place.

Children will be permitted one comfort pillow/blanket. This will be stored in a sealed plastic, labeled bin and accessed only at sleep time by the staff. This item must be brought home weekly and cleaned by parents. A clean sheet will be used daily for each child and provided and cleaned onsite.

Staff will minimize the frequency of direct physical contact with children. When holding children, eg for feeding or rocking to sleep they will use a cloth covering which will be changed (discarded and washed) between children.

All staff must maintain 2 M distance from each other and parents.

There is no permitted sharing of food , this includes treats for celebration days. Parents or staff cannot provide communal food.

## Administrative

Children in The IT program will not mingle with the other programs. Primary and support staff in the room to the best of our ability will work in only one program.

## Preschool , Physical distancing

The physical environment, staffing and daily routine for the preschool program will be altered and structured to minimize physical contact between staff and children. Class size has been reduced to 10 to provide additional space for effective distancing.

Care providers will minimize contact but when necessary, physical contact between care providers and children will be conducted as safely as possible, hands will be washed and the contact time will be as short as possible.

## Environment

Programing will be held outdoors as much as possible. Children will be encouraged to refrain from touching each other. There will be no snack time, this includes treats for celebration days. Parents or staff cannot provide communal food.

## Personal Protective Equipment

The use of PPE is deemed unessential in a childcare setting. However there are some instances when staff at BCCS will use PPE these include.

1. Staff will wear gloves and a medical mask and goggles when diapering children, or handling other secretions or body fluids.
2. Childcare and Admin Staff will wear non-medical masks when indoors, in both the class rooms and corridors.
3. Children will never be required to wear PPE

## Patch After School Program

### Facility Cleaning

- **Daily Cleaning:**

Patch is deep cleaned every morning prior to opening, by staff.

- All floors are mopped with disinfectant solution (carpets have been replaced with plastic padded mats to accommodate more effective cleaning)
- All surfaces (countertops, tables, chairs, shelves, door-handles, light switches, cubbies are cleaned with disinfectant solution.
- All Bathroom surfaces are cleaned with disinfectant
- All soft furnishings and materials that are not easily disinfected will be removed from the space.
- **Cleaning throughout the Day, by childcare staff**
- As the program will have an additional childcare member of staff, (above licensed ratio) this person will be responsible for real time cleaning. eg after snack time they will immediately thoroughly

disinfect eating areas, after play time they will disinfect toys, after crafts, with bleach solution etc. This person will also have a checklist of high touch areas throughout the building which will be cleaned at least twice during the day (door handles, lights, bathroom taps etc).

- They will also oversee washing children's hands regularly, to ensure effective hand washing occurs.

## **Arrival and Pick Up.**

### **Drop off**

- For children dropped off by a caregiver at the program, drop off will occur at the main door. Parents will not be permitted to enter the building. Parents and children will be greeted outside by staff person asked to apply hand sanitizer and complete the wellness check list and temperature check. Child will not be admitted to childcare if the child or does not pass wellness check. The wellness check consists of a verbal confirmation by the parent that the child has no new cough, difficulty breathing, has not been administered any fever reduction medication or traveled outside the country in the last 14 days.
- For children who arrive at patch by Sd20Bus. Children will be collected off the bus and brought directly to the facility, physical distancing will be practiced. Upon entering each child will wash or sanitize their hands and their temperature will be checked by staff.

### **Pick up**

Pick up and sign out will also occur outside the building. Parents are requested to call/text the patch dedicated line at 250-304-3860 as they arrive at the facility and a staff person will escort each child to the door.

## **Physical distancing**

The physical environment, staffing and daily routine for the program will be altered and structured to minimize physical contact between staff and children. Care providers will minimize contact but when necessary, physical contact between care providers and children will be conducted as safely as possible, hands will be washed and the contact time will be as short as possible.

### **Environment**

Children's cubbies will be spaced out and children will access cubbies in a staggered manner to ensure 2m is maintained. The space will be divided into separate activity stations and children will have their own personal bin of resources. A clean bin of resources and toys, chosen specifically for each child, to align with their developmental stage and preferences will be provided to each child daily.

Children will spend as much time as possible outdoors in the park area.

Groups of children will alternate activities such as snacks, bathroom, play times etc to promote physical distancing.

When outside children will be escorted inside for bathroom and hand washing in groups of 2- 3 (child dependent)

The program will remain mainly indoors when the weather is not conducive to longer times outdoors and activities that encourage social distancing such as separate activity stations or movie time will occur.

Children will be encouraged to refrain from touching each other. Staff will minimize the frequency of direct physical contact with children. All staff must maintain 2 M distance from each other and parents.

There is no permitted sharing of food, this includes treats for celebration days. Parents or staff cannot provide communal food.

### **Administrative**

Programs will not intermingle.

### **Hand hygiene and respiratory etiquette.**

Same as above

### **Personal Protective Equipment**

The use of PPE is deemed unessential in a childcare setting. However there are some instances when staff at BCCS will use PPE these include.

- Childcare Staff will wear non-medical masks when indoors, in both the program space and cloakrooms, where it's not possible to ensure 2 m distancing between adults.
- Children will never be required to wear PPE

### **Fever or coughing**

If a child or staff member starts showing symptoms of what could be influenza or COVID-19, BCCS will

- Contact the child's parent or caregiver to come and pick them up right away.
- Separate the child from others until their parent or caregiver can come and pick them up.
- Any staff showing symptoms will go home right away.

## **Robson After School Care Program**

### **Facility Cleaning**

- **Daily Cleaning:**

Robson Elementary school has enhanced cleaning protocols in place.

Before BCCS staff commence the after school program, the tables and surfaces will be disinfected.

### **Arrival and Pick Up.**

#### **Drop off**

After class has ended children will make their way to the RASC area, where Mrs Rogers will sign them in and assign them to their learning group tables/area.

#### **Pick up**

Pick up and sign out will occur at the front door of the School.

Parents are asked to be mindful of others at pick up. Maintain your physical distance at all times, respect and limit interactions with staff and other parents.

We encourage you to call or e-mail if you have questions, comments or feedback that requires a lengthy interaction.

## **Physical distancing**

The physical environment, staffing and daily routine for the program will be altered and structured to minimize physical contact between staff and children. Care providers will minimize contact but when necessary, physical contact between care providers and children will be conducted as safely as possible, hands will be washed and the contact time will be as short as possible.

## **Environment/Administrative**

Children will spend as much time as possible outdoors where they do not have to remain in their learning groups.

When outside children will be escorted inside for bathroom and hand washing in groups of 2- 3 (child dependent)

The program will remain mainly indoors when the weather is not conducive to longer times outdoors and children will be divided into their separate learning groups. Learning groups will be physically distanced from each other.

Children will be encouraged to refrain from touching each other. Staff will minimize the frequency of direct physical contact with children. All staff must maintain 2 M distance from each other and parents. There is no permitted sharing of food, this includes treats for celebration days. Parents or staff cannot provide communal food.

## **Hand hygiene and respiratory etiquette.**

Same as above

## **Personal Protective Equipment**

The use of PPE is deemed unessential in a childcare setting. However there are some instances when staff at RASC will use PPE these include.

- Childcare Staff will wear non-medical masks when indoors.
- Children will never be required to wear PPE

## **Fever or coughing**

If a child or staff member starts showing symptoms of what could be influenza or COVID-19, BCCS will

- Contact the child's parent or caregiver to come and pick them up right away.
- Separate the child from others until their parent or caregiver can come and pick them up.
- Any staff showing symptoms will go home right away.

## TGIF youth Program (Friday night Youth Program)

### Facility Cleaning

- **Daily Cleaning:**

BCCS has enhanced cleaning in place and the high touch points and gym mats will be cleaned prior to the first group arriving and between the first and second group.

### Arrival and Pick Up.

#### Registration

Children must be preregistered to attend the program. To register, please send an e mail to [BCCSTGIF@outlook.com](mailto:BCCSTGIF@outlook.com) with:

1. Childs name,
2. Age
3. List of allergies or and any relevant medical info
4. Two contact #s that will be active and in close proximity to the school, during the program.

As there will be limited spots every week. We will be accepting requests for a spot from mon 8am– to Friday (noon) by e mail. To [BCCSTGIF@outlook.com](mailto:BCCSTGIF@outlook.com). If you have secured a spot you will receive an e mail confirming your spot, after all the spots have been filled and automated full response will be activated.

#### Drop off

Group one : Drop of will occur between 6.15 and 6.30 pm for the younger group. One Parents or caregiver (only) must accompany the child attending to the drop off spot at the front door, where the child will be checked in and a temp recorded and list of health check questions asked. If the child is in good health they will be asked to apply hand sanitizer, remove their shoes and then they will be escorted by staff into the gym and the next child can enter. If any child has a fever or any answers to the health check questions are positive, that child will not be able to attend.

Group two: the older group will have drop off at 8.30 pm .

Children and parent must observe 2m distancing from other attendees, and we request that you respect the directions of staff.

#### Pick up

Pick up and sign out will occur at the front door of the School. Children from group one, must be picked up promptly at 8pm, with group 2 pick up at 10pm.

Parents are asked to be mindful of others at pick up. Maintain your physical distance at all times, respect and limit interactions with staff and other parents.

We encourage you to call the school, 250-365-7201 or e-mail if you have questions, comments or feedback that requires a lengthy interaction.

## **Physical distancing**

The physical environment and routine for the program has been altered and structured to minimize physical contact between staff and children. Youth Staff will minimize contact but when necessary, physical contact between youth staff and children will be conducted as safely as possible, hands will be washed and the contact time will be as short as possible.

## **Environment/Administrative**

The program will consist of a movie on the large screen in the gym. There will be 15 spots in each program. Each child will have their own mat, and mats will be 2 m apart. Only Siblings will be allowed to share a mat if they wish. The gym doors will be open for ventilation.

Children will be escorted from the gym for bathroom and hand washing individually.

A small snack/treat will be provided. This will consist of a pre-packed selection of individually wrapped items such as cookies, crackers, chips, fruitbars, cheese bars etc. There will be no candy bags and there will be no charge for the snack. There is no permitted sharing of food.

Please do not send money with your children. There will be no drinks supplies and the water fountains are not being used at this time, so please send a water bottle with your child.

Children will be encouraged to maintain 2 m distance. Staff will minimize the frequency of direct physical contact with children. All staff must maintain 2 M distance from each other and parents.

## **Hand hygiene and respiratory etiquette.**

Children will be supported to sanitize their hands;

- When they arrive and before they go home
- Before and after eating and drinking
- After using the toilet
- After sneezing or coughing
- Whenever hands are visibly dirty
- All cloths used to wipe/clean children will be single use

Children and staff are encouraged to cough into their “cough pockets” or tissues which are immediately placed in the garbage and hands washed. Staff and Children are also directed to refrain from touching their eyes, nose or mouth with unwashed hands.

## **Personal Protective Equipment**

Youth Staff will wear non-medical masks when indoors. Children in the younger group (k-10yish) will not be expected to wear masks. Youth in the older program will be asked to wear masks while entering and in the hallway, but can remove the mask when seated for the movie.

## **Fever or coughing**

If a child or staff member starts showing symptoms of what could be influenza or COVID-19, BCCS will

- Contact the child’s parent or caregiver to come and pick them up right away.
- Separate the child from others until their parent or caregiver can come and pick them up.
- Any staff showing symptoms will go home right away.