

Wind & Tide 2020/2021

Community Agreement & Expectations

Amidst the complications of the COVID-19 pandemic, Health Authorities and Dr. Bonnie Henry have confirmed and encouraged continued care within Early Childhood learning programs.

Wind & Tide has, and will **continue to follow all updated protocols and procedures as outlined by the Health Authorities**. These can be found at http://www.bcccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf. For all programs located in an elementary school, the School District protocols will also be followed and can be found at <http://www.bcccdc.ca/health-info/diseases-conditions/covid-19/childcare-schools> as well as on each respective School District's website.

As we navigate the 2020/2021 school year amidst a pandemic, **it is important that all parents and caregivers are informed and in agreement with the requirements under which Wind & Tide has and will continue to operate** in order to best serve our children, families and staff:

Illness and Attendance:

- o Prior to coming to a Wind & Tide facility, everyone must assess their health and the health of any children attending Wind & Tide programs using the attached "Daily Health Check." A Wind & Tide staff member may inquire about health status upon arrival. While the purpose of this inquiry is to assess for new and/or key COVID-19 symptoms, it also ensures frequent communication with regards to chronic conditions/symptoms. Such symptoms will be assessed on a case-by-case basis to ensure measures are in place to monitor changes or concerns, and additional medical documentation may be required for attendance. For staff and any visiting adults, an active daily health check must be completed in line with the requirements of the Provincial Health Officer's Order on Workplace Safety.
- o Children, staff and visitors may not enter any Wind & Tide facility if they exhibit any new symptoms of respiratory illness, common cold, influenza or fever. New symptoms must be observed, at home, for a minimum 24 hour period (48 hours for fever, diarrhea or vomiting). Visit http://www.bcccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/When_to_get_tested.pdf for additional details.
- o Children, staff and visitors may not enter any Wind & Tide facility if they have traveled outside of Canada in the last 14 days OR were identified by Public Health as a close contact of a confirmed case of COVID-19. In these instances, individuals must follow the instructions from Public Health. <http://www.bcccdc.ca/Health-Info-Site/diseases-conditions/covid-19/self-isolation>
- o Individuals residing in the household with any child attending Wind & Tide are to be taking all precautions possible to limit their exposure to COVID-19.
- o Fees will not be refunded due to absence, illness or required self-isolation. If a withdrawal is required, written notification must be provided to the Wind & Tide Administration Office (admin@windandtide.com) and fees will be stopped in accordance with the withdrawal policy.

Facility Capacity:

- o Wind & Tide facilities are licensed under the local Health Authority Community Care and Facilities Licensing. As such, each facility has a maximum group size and specified staff ratio. The maximum occupancy of any Wind & Tide classroom shall be defined as the maximum group size + minimum staff ratio + a maximum of 5 visitors. This maximum occupancy will be posted in every Wind & Tide classroom.
- o All visitors over the age of 12 are required to wear a face mask while inside Wind & Tide facilities and while on Wind & Tide property. Any visitor unable to wear a mask must contact the Wind & Tide facility prior to arrival to discuss alternate options.
- o Sign-in is required of all facility visitors upon entry to the facility.

Arrival/Departure:

- o Only one parent may enter a Wind & Tide facility with a child for pick-up and drop-off. Wind & Tide staff will monitor access, ensuring that the facility capacity is not exceeded. Parents should plan on additional time for drop-off and pick-up in case they are required to wait prior to entry.
- o Parents are required to wear a face mask for drop-off and pick-up times. If a parent is unable to wear a mask they should contact their Wind & Tide teacher to make alternate arrangements to ensure appropriate distancing during arrival and departure times.
- o Upon arrival, all items will be placed directly in the child's cubby or assigned area. Only items that are absolutely necessary should be brought to any Wind & Tide facility.
- o Parents should limit their time and access within the Wind & Tide facility to only what is necessary to settle their child, and maintain physical distancing (2 meters) from non-family members. Should any additional discussion be required with staff, a telephone call will be arranged.
- o At the start of any Wind & Tide program, children, staff and visitors must complete a thorough hand-washing or hand sanitizing.

Cleaning and Sanitization:

- o Following the current Health Authority guidelines for sanitization and care, Wind & Tide facilities are disinfected using a bleach solution. Due to the frequency of sanitization, any items that enter a Wind & Tide facility may be at risk of damage (wear/tear/colour degradation), for which Wind & Tide is not responsible.
- o Details regarding additional daily protocols are attached, and may be amended as necessary. Any amendments will be posted on the parent notice board at each Wind & Tide facility.
- o We ask that all parents familiarize themselves with the Provincial documents summarizing COVID-19 facts as they pertain to early care and learning environments. This can be found at the following links:
<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/childcare-schools/child-care>
http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf

Physical Distancing:

- o Physical distancing with young children in early care and learning settings is not emotionally safe or developmentally appropriate. Children require physical connection for their mental and physical well-being. For this reason, it is important all Wind & Tide families understand that Wind & Tide will not be keeping children and staff from physical connection. This being said, Wind & Tide, under the guidance of Health Authorities, have made alterations within areas of classroom flow and activities to minimize unnecessary physical contact. These strategies are commensurate with risk, according to age group, as outlined by the BC Ministry of Health.

For the well-being of children, staff and families, open transparency and candor is required around all of the above requirements. Although this may lead to some challenging conversations, Wind & Tide staff and families need to acknowledge and respect their necessity and their intention of care during the pandemic. We sincerely appreciate your compliance and understanding!

Daily Health Check

This assessment should be completed prior to leaving home to determine if you or your child should attend a Wind & Tide facility that day. A Wind & Tide staff member may request confirmation or inquire about symptoms upon arrival. (“You” refers to you and/or your child, as applicable in all cases below).

Helpful online COVID-19 Resource: http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/When_to_get_tested.pdf

1. Do you have any of the following symptoms?	Yes	No
<ul style="list-style-type: none"> ▪ Fever (>37.5 °C) ▪ Chills ▪ Cough or worsening of chronic cough ▪ Breathing difficulties (breathing fast or working hard to breathe) ▪ Loss of sense of smell or taste 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>If you answered “yes” to any of the above questions:</p> <ul style="list-style-type: none"> ▪ Stay home and get tested. ▪ Do not return to a Wind & Tide facility until COVID-19 has been excluded and your symptoms have improved. 		

2. Do you have any of the following symptoms?	Yes	No
<ul style="list-style-type: none"> ▪ Sore throat ▪ Loss of appetite ▪ Headache ▪ Body aches ▪ Extreme fatigue or tiredness ▪ Nausea or vomiting ▪ Diarrhea 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>If you answered, “yes” to <u>only one</u> of the above questions (or any other cold-like symptoms):</p> <ul style="list-style-type: none"> ▪ Stay home for 24 hours from the onset of the symptom (48 hours for vomiting or diarrhea). ▪ If the symptom improves, you may return to a Wind & Tide facility when you and your child feel well enough. ▪ If the symptom persists or worsens, seek a health assessment by calling 8-1-1 or your primary care provider. <p>If you answered, “yes” to <u>two or more</u> of the above questions:</p> <ul style="list-style-type: none"> ▪ Stay home for 24 hours from the onset of the symptom (48 hours for vomiting or diarrhea). ▪ If the symptoms improve, you may return to a Wind & Tide facility when you and your child feel well enough. ▪ If the symptom persists or worsens after 24 hours, seek a health assessment by calling 8-1-1 or your primary care provider. 		

3. Have you returned from travel outside Canada within the last 14 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Are you a confirmed contact of a person confirmed to have COVID-19?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If you answered, “yes” to <u>one or both</u> of the questions above:</p> <ul style="list-style-type: none"> ▪ Use the Ministry of Health’s <i>COVID-19 Self-Assessment Tool</i> (found here: https://bc.thrive.health/) to determine if you should seek testing for COVID-19. <p>If a COVID-19 test is recommended as a result of a health assessment:</p> <ul style="list-style-type: none"> ▪ Self-isolate while waiting for results. ▪ If the COVID-19 test is positive, self-isolate and follow the directions of Public Health. ▪ If the COVID-19 test is negative, return to your Wind & Tide facility once you are 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 your child is well enough to participate. <p>If a COVID-19 test is not recommended, you may return when symptoms have improved and you are well enough to participate.</p>		

Wind & Tide

Pandemic Protocols

In addition to the Wind & Tide Community Agreement, Wind & Tide will implement the following protocols as part of its COVID-19 safety plan.

Hand Hygiene:

- o Hand-washing will be done with liquid soap, for a minimum of 20 seconds, ensuring the adequate lather of soap on all parts of the hands and fingers. Hands will be dried using clean, disposable towels, to be discarded immediately in the appropriate waste containers.
- o Hand hygiene stations will be available within close proximity to any utilized facility entrance.
- o If a sink is not available, alcohol-based hand sanitizer (containing at least 60% alcohol) may be used under direct adult supervision.
- o Children will be guided and supervised in hand-washing at minimum:
 - Upon arrival and prior to departure
 - Before and after eating or drinking
 - After any diaper change or using the toilet
 - After playing outside
 - After sneezing or coughing into hands (with a reminder to cough/sneeze into arm)
 - Whenever hands are visibly dirty
- o Staff will wash hands at minimum:
 - Upon arrival and prior to departure
 - Before handling food
 - Before and after eating
 - Before and after giving or applying medication or ointment to a child or self
 - After changing a diaper, or assisting a child to use the toilet
 - After using the washroom
 - After cleaning tasks or handling garbage
 - After caring for personal hygiene (sneeze, nose blowing, etc) or after contact with any bodily fluids
 - After removing gloves
 - Whenever hands are visibly dirty

Cleaning & Disinfecting:

- o All Wind & Tide facilities will be well-stocked with hand washing and cleaning supplies at all times.
- o Any toys that are likely to be used by multiple children will be sanitized frequently, however sharing and social play is an important part of early learning. If a parent or guardian would like access to sensory materials (ex: playdough, sensory tables) restricted from their child, they must inform the Wind & Tide staff.
- o Any item that is placed in a child's mouth is immediately removed and disinfected.



- o Cubby areas will be sanitized at the end of every day and/or each Wind & Tide program.
- o If remaining at a Wind & Tide facility, nap items will be exclusively stored in each child's nap sack and laundered weekly.
- o The following items will be cleaned and disinfected after every use:
 - Tables used for meals or snacks
 - Nap mats
 - Diaper changing stations
 - Counters used for food preparation (if applicable)
 - Dishes (if applicable)
- o Classrooms will be cleaned and disinfected at least daily, with high-touch surfaces disinfected frequently throughout the day:
 - Sinks and faucets
 - Toilet flushes and seats
 - Door handles and light switches
 - Trash cans
 - Dispensers (paper towel, soap, etc)
 - Chairs
- o Disinfecting solution will be 10mL bleach (5.25% sodium hypochlorite) to 990mL water, left in contact with surfaces for a minimum of 1 minute. Solutions will be made fresh daily. For areas that have come into contact with bodily fluids, a 20mL bleach to 980mL water solution will be used.
- o Staff will wear disposable gloves when doing diaper changes or when cleaning blood or body fluids. Hands will be washed before wearing and after removing gloves.

Physical Distancing Measures:

Physical distancing with young children is not emotionally safe or developmentally appropriate. Children require physical connection for their mental and physical well being. Physical distancing measures will be done in an age-appropriate manner, commensurate with risk, as outlined by the BC Ministry of Health, including the following precautions:

- o Visual and environmental cues will be used to assist in limiting the number of children in certain activity areas (ex: limited number of chairs, taped boundaries, etc).
- o Children and staff will not share food, drinks, cups, toothbrushes, and other personal items.
- o Group food preparation (ex: baking) will not be permitted. Children will not be permitted to prepare or serve food.
- o Where possible, space between nap mats will be increased and/or mats will be positioned in a head-to-toe or toe-to-toe arrangement.
- o Lunch and snack times may be done on rotation, as needed and when feasible.
- o Children will be reminded of good respiratory etiquette, to keep their hands to themselves, and to avoid touching their faces.
- o Staff will maintain physical distancing from each other. If staff are in a break area together, eating will only be permitted if staff are able to distance a minimum of 6ft apart. Office spaces will be restricted to one staff at a time.

Health Observations:

- o Any child attending a Wind & Tide program must be assessed by their parent or guardian prior to leaving their home to ensure they are symptom free (as per the Wind & Tide Health Check form). Wind & Tide staff may request confirmation of this and/or inquire about specific symptoms (how this information is gathered will vary according to circumstances).
- o Any individual entering a Wind & Tide facility will be subject to a verbal health declaration.
- o During any Wind & Tide program, if a child begins to exhibit new, persistent symptoms consistent with COVID-19:
 - Staff will contact the child's parent or guardian for prompt pick up.
 - Staff will accompany the child to a safe area, distanced from other children, until such time that they are picked up. This will be done with care taken to avoid embarrassment or shame, while maintaining health and safety precautions.
 - Staff will give extra attention to cleaning and sanitizing relevant areas of concern.
- o Any staff member that begins to exhibit symptoms consistent with COVID-19 must isolate and depart the premises as quickly as possible. If staff ratios are not met, the Wind & Tide Administration office will be alerted immediately and an educator will be dispatched to provide supervision.
- o Upon the departure of any individual that exhibited symptoms, a thorough cleaning of their isolation location will be completed, as well as any other facility areas that they were in contact with.

Environmental Measures & Facility Access:

- o The capacity of each Wind & Tide facility will be clearly posted and adhered to. Priority will be given to authorized staff and registered children. Additional access will be limited and may be subject to additional controls. A health check must be completed by all individuals entering the facility.
- o Visitors to any Wind & Tide facility must complete a sign-in process upon entry. Visitors should remain in designated areas and physically distanced.
- o More activity time will be provided outdoors.
- o All Wind & Tide facilities will have adequate ventilation and windows will be open whenever possible.

Personal Protective Equipment:

- o Beyond the use of personal protective equipment (ex: masks or gloves) as required for hazards normally encountered in a Wind & Tide classroom, such equipment should only be used when all other controls have been implemented.
- o Wind & Tide staff are required to wear a mask when working indoors with children, particularly when distancing cannot be maintained. Staff must wear a mask during drop-off and pick-up times and when distancing is not feasible. When staff are outdoors (ex: playground), masks are optional.
- o Masks are not required when urgent actions are required to support child safety, or when wearing a mask restricts visual cueing and/or non-verbal communication necessary for a child's developmental stage.