



COVID-19

Policy and Procedures

Tsuma-as Just B4

The following document is intended to guide Tsuma-as Just B4 Staff on how to prevent the occurrence and spread of COVID-19 within our program. These policies reflect the up to date recommendations and guidelines set out by the BC Center for Disease Control, the BC Ministry of Health*, WorkSafe BC, School District 70 COVID-19 School Re-occupancy Protocols and Tsuma-as Elementary Safety Protocols for COVID-19.

We recognize that our youngest learners have particular needs, and our early learning space has a distinct flow to the day. This framework is intended to provide clear guidelines to be in compliance with both School District and Licensing Guidelines.

**All staff are also asked to read and understand the most updated version of these guidelines. They are posted and available within the Program.*

Physical Space

Our program has been developed with the premise that the environment acts as the “third teacher” in the lives of children. Our indoor space has been intentionally designed and organized to support and plan for various spaces for children to create, learn and to explore. It is understood that children play together, and this is largely unavoidable. We have been assured that physical distancing between young children is not always possible between small groups of children. They can play together but need to maintain a “hands-off rule”. Our classroom will still be set up to be esthetically pleasing and educational, however we will limit the number of items readily available and ensure items that are out are easy to clean and encourage small group or individual play.

Outdoor Programming

Tsuma-as Just B4 values spending large amounts of time outdoors with the children. We are further encouraging ourselves to uphold this value during the COVID-19 pandemic.

Staff are encouraged to spend as much time outside as possible, playing, eating, and exploring. Hand washing will still be important outside. Staff will provide hand sanitizer in our outdoor backpack, so it is available for outside play, forest play, and on walks etc.

Personal Wellness

It is very important, now more than ever, to ensure you are in good health before coming to work. If you are exhibiting any symptoms similar to the common cold, the flu, or COVID-19, you are asked to **stay home**, and be assessed by a health care professional or call 811 to speak to a registered nurse.

Please, inform Katherin Charbonneau- Manager, as soon as possible, if you are sick.

If you develop symptoms at work- inform Katherin Charbonneau, Manager, keep your distance from children. You will be relieved ASAP. Wash your hands thoroughly. Head home. Consult your health care professional or call 811.

You may return to work if you have been determined NOT to have COVID-19, and once your symptoms are gone.

Mental Health is also a part of wellness. Supporting children and families can create unique challenges and stressors. Staff are encouraged to practice regular self-care. Pacific Rim Children and Families/ SD70 strive to create open, safe, and respectful communication amongst staff. We aim to ensure you feel supported and have a balanced work/life dynamic.

Cleaning and Disinfection

We encourage staff to continue routine cleaning and disinfection procedures as set out by Licensing, keeping in mind to ensure the following:

- For cleaning and disinfecting use the provided and approved commercial cleaner. Use as instructed and leave a note for the janitor if you are running low.
- Wear a mask in compliance with SD70 protocol. Staff can remove when eating or drinking, needing to share visual cues with the children or outside.
- General cleaning and disinfecting done AT LEAST ONCE a day.
- Cleaning and disinfecting touch points at least ONCE a day – doorknobs, switches, toys, tables, chairs, water faucets.
- Clean and disinfect surface and items that are noticeably dirty.
- Avoid providing toys that are not easily cleaned.
- Empty garbage bins when needed (Janitorial staff will do daily, but if necessary, we will).
- When cleaning bodily fluids or blood, wear gloves.
- Wash hands before and after wearing gloves.

*There is no evidence that COVID-19 is transmitted on paper products, so there is no need to limit these items.

Guiding and Caring

Drop off & Pick up

- When children arrive for the day, they are reminded to use the bathroom and wash hands.
- When families enter the building, they will be asked to wash hands or use a sanitizer upon entering. We will also ask parents who are unwell to stay home and/or not enter the program.
- A daily health check will be verbally addressed to parents upon sign in and will be noted on daily attendance. **Children showing symptoms at drop off will NOT be permitted to stay and parents will be asked to return home with them.*
- Children are dropped off and picked up outside to avoid congestion in the hallways. Also, to have an atmosphere where we can connect with families in the fresh air where it is safer to do so than indoors.
- The Educator will be responsible for signing children in and out to minimize the number of people touching a writing utensil.
- While we are a Program that prides itself on family connections and transparency, it is important for us to try and reduce our face to face connections indoors. ** This means it will be extra important to find other ways to connect and involve families! Emails, documentation, phone calls, photos etc..*

Personal Protective Equipment (PPE)

- All adults **need to wear a mask** while at Tsuma-as Just B4 while sharing space with others, hallways, and common areas. The mask can be removed to eat, drink, or when alone in a room. Please ensure there are 6 feet between you and others when eating or drinking.
- Adults are encouraged to bring their own masks. If someone has forgotten a mask, they are available in the Tsuma-as Just B4 room.
- Children under 5 **are not** required to wear masks. Children in kindergarten and up are required to wear a mask.

Face shields are a form of eye protection for the person wearing it. They may not prevent the spread of droplets from the wearer. Face shields should not be worn in place of masks, except for those communicating using lip-reading, when visual facial cues are essential, or when people may be unable to wear a mask. Clear masks that cover the nose and mouth are another option when visual communication is necessary.

Physical Distancing & Modelling Hygiene

While standard childcare ratios and spaces allowances allow for appropriate physical distancing measures, it is important to encourage and model physical distancing when appropriate. It is also important to take into consideration age and developmental needs when implementing different distancing measures.

- Model physical distancing through elbow bumps and foot fives!
- Model and encourage frequent hand washing, coughing (into elbows) and use of tissues.
- Encourage children not to touch eyes/faces.
- Continue to physically comfort children when needed, but ensure you communicate with parents/guardians and understand their comfort level with physical touch/comfort when it comes to their child.
- After physically comforting a child wash hands and wipe down/change clothing if needed.
- DO NOT allow food sharing during snacks.
- Try to create individual sensory bins to allow children to experience sensory activities without needing to share materials.

Frequent hand washing, cleaning, disinfecting, and following outlined protocols is key to keeping our space COVID-19 free.

Symptomatic Children

If children develop symptoms at Tsuma-as Just B4, the Manager (or another Pacific Rim Children and Families Staff or SD70 employee) will step in to care for the child (away from the other children) until parents can pick up. If the Manager (or other staff) is unavailable for any reason, the child will be distanced from other children as best as possible until pick up.

You may not return to the program until you have been assessed by your family physician or nurse practitioner.

- If your child exhibits symptoms of COVID-19 parents/caregivers must keep their child at home for 5 days if fully vaccinated, or 10 days if unvaccinated from onset of symptoms AND until symptoms resolve, whichever is longer. If you are unsure, please contact your family physician or call 811 to speak to a nurse practitioner. If a child is assessed by your family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to the Program once symptoms resolve.

Family Policies

- Families/children are asked to stay home if they are sick or showing symptoms of COVID-19. Before returning, we ask that symptoms have subsided, and/or they have been seen by their health practitioner and has been assessed to NOT have COVID-19
- Families are asked to check in with staff each day at sign in about the wellness of their children. The daily health check must be complete each day and can be found here: [K-12 Health Check \(gov.bc.ca\)](https://www.gov.bc.ca/k-12/health-check)
- Families are asked to wash both their own, and their children's hands prior to entering the classroom. Sanitizer is provided at the entrance door.
- Signage reminds families to wash hands and stay home if they are unwell.
- All families are provided with a COVID-9 handout, in addition to their parent handbook. They understand that, if their child begins to show symptoms of sickness, they are required to pick up as soon as possible.