



Little Friends Daycare

November 23, 2022

Communicable Disease Prevention Policy

Policy: Early Services will now replace the **Covid-19** plan with a **Communicable Disease Plan**.

“A communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted in a workplace from one person to another. Some examples of a communicable disease are COVID-19, norovirus, and seasonal influenza” (please see other potential communicable diseases listed at the end of this document)

If you are unwell and exhibiting symptoms of a communicable disease, please refrain from entering the workplace.

Procedure:

Arriving at any PGNFC work site:

1. Upon arriving at the work site **ALL STAFF and CHILDREN ARE REQUIRED TO WASH THEIR HANDS IMMEDIATELY**

Families are asked to self-assess prior to arriving at programs with their children. If families are exhibiting symptoms, they will be asked to refrain from attending program.

All staff are asked to self- assess prior to entering the building. There is a self-assessment tool available as an app for your phone. **Please note staff are no longer required to document their assessment**, it is the individual’s responsibility to assess their health, prior to entering a workspace. If unwell, please refrain from coming to work.

Social distancing between staff is strongly suggested whenever possible, to limit the spread of potentially communicable diseases. The recommended distance is about 2 meters. This is a work safe BC requirement.

As our practice is attachment-based caregiving in our programs, physical distancing with the children is difficult and hard to enforce. As staff you can ensure you are the proper social distance from other adults in the room. This will naturally encourage children to spread out as their caregivers will be in various parts of the room, not congregated together. Setting up various individual workstations for the children spread out around the classrooms, may



encourage the children to work independently from others. It is not likely that the children will be able to effectively social distance. We can encourage children to wash their hands often and frequently. We can teach children to cough into their elbows. We can be creative in finding games and ways to make coughing into your “cough pocket” and washing your hands fun.

Illness in the childcare setting

If a child becomes ill in the childcare setting, they are to immediately be removed from the classroom setting. A staff member is to take the child to a designated respite area. Please indicate below which room is designated for your program. One staff will stay with the child and encourage the child to lay down on their rest mat. A different staff will contact the parents for immediate pick up. If the parents cannot be reached, the caregiver will go down the list of emergency contacts. Once the child has been picked up the caregiver is to sanitize the room and wash the bedding of the child who was ill. Please ensure the caregiver washes their hands after the child has left, before moving on to caring for additional children.

Program: **Little Friends Daycare**

Isolation area will be **Coordinators Office**

It is important to note that our regular health policy is always in effect. If a child goes home due to vomiting or upset stomach, diarrhea they only need to be symptom free for 48 hours before returning to care.

If a child is showing signs of teething such as drooling, chronically putting things in their mouth to chew on, has teeth breaking through, this is not to be considered covid symptoms and the child will not be asked to remain at home; unless they are unable to participate in our daily routine due to pain that requires over the counter pain medication to control it.

Workers who become ill at work



If you fall ill at work with signs of influenza, the common cold, Covid-19 symptoms, or any other infectious respiratory disease you must follow the earlier outlined protocol and leave the workplace.

Please contact Tammy or Kim if your coordinator is not on site to inform them of the situation.

If you are the only ECE onsite and fall ill, in an emergency situation an ECEA can bump up to ECE status.

37(1) in the section, “absent employee” means, and employee described in column 1 who is

- (a) Absent because of illness, emergency, vacation, or other temporary leave, and
- (b) Expected to return to regular duties

An assistant can replace an educator, assistant, or responsible adult for no more than 30 consecutive days.¹

The following is the hand hygiene and respiratory etiquette as outlined in the Work Safe BC returning to safe operation/ child

- Establish [hand washing, hygiene and respiratory protocols](#) for everyone in the workplace.
- Set up hand hygiene stations at the entrance to the workplace. Provide alcohol-based hand sanitizer stations where a sink is not available. Ensure there is an adequate supply of hand washing supplies and alcohol-based hand sanitizer.
- Require workers, children, and others to wash their hands or use alcohol-based hand sanitizer immediately upon entering the facility. Keep hand sanitizer out of the reach of children and supervise its use.
- Require workers to wash their hands 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

¹ Community Care and Assisted Living Act CHILD CARE LICENSING REGULATION
www.bclaws.ca/civix/document/id/complete.statreg/332_2007



- 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
- Support children to wash their hands regularly throughout the day, including:
 - 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 handling pets and animals
 - After sneezing or coughing
 - Whenever hands are visibly dirty
- Provide education and direction to workers and children to:
 - Cough or sneeze into their elbow sleeve or a tissue.
 - Throw away used tissues and immediately perform hand hygiene.
 - Not touch their eyes, nose, or mouth with unwashed hands.

Physical Distancing as outlined in the same document.

- Workers should maintain a distance of at least two metres from each other. Where this is not possible, for example when transferring a young child from one worker to another, plan and communicate the work task in advance to ensure that time spent in close proximity is minimized.
- Arrange communal areas in a way that allows at least two metres of physical distance between each worker. For small areas or rooms, such as a small laundry room, implement schedules and/or procedures for single-worker or limited-worker access to maintain physical distance.
- Stagger worker break times.
- Consider incorporating activities involving books, individual games, video, and online games to encourage physical distancing between children. ***As per our screen time policies we will not be introducing videos or online games. We will do our best to set up multiple workstations to encourage children to move about the room. Sand and water play is fine.***
- Consider placement of children when using multi-seat strollers, for example keeping children within their smaller groupings where present and placing children with an empty seat beside them and diagonally between rows.



- It is not always possible for workers to maintain physical distance from children, and between children, when in care. Adhere to the principle of physical distancing where possible, by:
 - Minimizing the frequency of direct physical contact with children.
 - Forming a number of separate play areas to space children apart. Note that children who live in the same home do not need to maintain physical distance from each other.
 - Creating smaller groups or cohorts of children and keeping these groups separate from each other.
 - Minimizing the number of different workers that interact with the same child or group of children organizing snack/meal areas to space children apart.
 - Organizing nap areas to space children apart and placing children head-to-toe or toe-to-toe.



Use of Personal Protective equipment (PPE)

- Wear disposable gloves and masks when cleaning body fluids (e.g., runny nose, vomit, stool, urine) and when diapering.
- Determine what PPE may be required for workers who are responsible for cleaning and disinfection. Read product labels and Safety Data Sheets to help make this determination.

Every centre should have an MSDS binder, easily accessible to all staff

Meals and Snacks

- Do not allow sharing of food or drink by workers or children.
- Reusable dishware, glasses, and utensils must be cleaned and sanitized after each use.

Cleaning and disinfecting

- Identify all communal areas (e.g., washrooms) and frequently touched surfaces (e.g., doorknobs, cupboard handles, light switches, faucet handles, tables, chairs, toys). Develop and implement a cleaning and disinfection schedule and procedures in accordance with the BC CDC's [Cleaning and Disinfectants for Public Settings](#) document.
 - **General cleaning** and disinfecting of the workplace should occur at least **once a day**.
 - **Frequently touched surfaces** should be cleaned and disinfected at least **twice a day**.
- Toys and objects that children have placed in their mouths should be set aside, for example in a "to be washed" bin, until they are cleaned and disinfected. Toy, objects, and surfaces known to have been in contact with bodily fluids should be cleaned as soon as possible and between uses by different children.
- Clean and disinfect cots and cribs once per week, and launder crib linens between children.
- Clean and disinfect diapering stations after each use.
- When holding young children, for example when feeding or rocking to sleep, use a blanket or cloth to cover clothing. Change blankets or cloths between children.
- Wash blankets, face cloths, towels, and bibs between uses by different children.
- Empty garbage containers daily at a minimum.



- If a worker or child leaves the workplace due to symptoms of COVID-19, clean areas those individuals were in, including surfaces they may have touched, immediately upon their departure.
- Maintain an adequate supply of cleaning and disinfection products and materials.

Health and wellness policy applies to all staff and children within our Early Services programs

Attached is the Early Services Health and Wellness Policy. Children and staff are to adhere to the health and wellness policy.



Students/ Volunteers

PGNFC recognizes the valuable partnership between community programs and the need for hands on practical experience.

Any student on site in the Early Services programs will:

1. Be given an orientation to the Communicable Disease Prevention Plan by the coordinator or their designate, once completed both will sign the attached document.
2. Students MUST self-assess prior to entering the work site. If they are unwell, they are to follow the call-in procedure as outlined with their faculty advisors
3. Students MUST wash hands upon entering the program
4. Follow the guidelines as set out in this document, specifically but not limited to the use of PPE.
5. Follow the guidelines as set forth from their academic institution

CNC Early Care and Learning are as follows

- “You are required to complete the Health Check each before being at the practicum site. Read the list of symptoms below then print your name, add the date, and your signature to confirm you are symptom free. If you are displaying symptoms consistent with COVID-19, refer the Health Link BC at 811 or at healthlink.ca. Additionally, you can use BC COVID-19 Self-Assessment tool <https://bc.thrive.health/covid19/en>
Please do not go to the practicum site if you:

- Have travelled outside of Canada, within the last 14 days
- Have been identified by Public Health as a close contact of someone with COVID-19
- Have been told to isolate from Public Health
- Are displaying any of the following new or worsening symptoms
- Fever or chills
- Cough
- Loss of sense of smell or taste
- Abnormal shortness of breath or difficulty breathing
- Incidents of feeling confused



- Sore throat
- Loss of appetite
- Extreme fatigue or tiredness
- Headache
- Body Aches
- Nausea or vomiting
- Diarrhea

*Student Guidelines



Health and Wellness Policy

Children who are ill or have a communicable disease will not be able to attend PGNFC childcare programs until they are healthy enough to participate in the daily routines.

Parents / guardians will be asked to keep their children home or seek alternative care arrangements if any of the conditions

- Fever (100 degrees F / 37.8 degrees C)
- Common cold, (nasal congestion, runny nose, continuous coughing - what one would consider to be a cold, not independent symptoms)
- Difficulty in breathing - wheezing or a persistent cough
- Sore throat / trouble swallowing
- Infected skin / eyes or an undiagnosed rash
- Headache and stiff neck
- Diarrhea or unexplained loose stool
- Nausea and / or vomiting
- Severe itching, dry skin of either body or scalp if caused by lice or scabies
- Children with known or suspected communicable diseases
- Cold Sores - if your child has a cold sore, they are required to stay home while the cold sore is open and/or weeping. They can return to care once the sore begins to crust over

Becoming ill while in care

You will be called to pick up your child from the centre

- Parents / guardians will be contacted by phone or text to pick up their child, if unable to reach the parents the staff will start contacting emergency contacts after 15 minutes of unanswered phone calls / texts
- caregivers will remind you of the illness policy and the expected amount of recovery time
- caregivers will find a quiet place for the child to rest while they are waiting to be picked up, maintaining constant supervision, keeping the child as comfortable as possible



Returning to Care

If your child has been unwell, in order to return to the program, the child will

- Be 48 hours' symptom free, meaning 48 hours after the last episode of diarrhea / vomiting and / or fever (without the use of fever reducing medication such as Tylenol or Advil)
- 24 hours after receiving antibiotics from a doctor and starting treatment if they are able to participate in the program.
- Be able to participate in the program, have normal energy levels and not be taking over the counter medications for fever or pain
- If your child has a communicable disease, the center will require a note from your doctor stating they are well enough of return to childcare

Common Communicable diseases (most common but not limited to).

Conjunctivitis (pink eye)

Chicken Pox

Covid-19

Fifth Disease

Hand foot and mouth

Impetigo

Scabies

Ringworm

Medication

Only medication prescribed by a physician can be administered at early learning program. Medication must be in the original container and labeled by a pharmacist. A 'Permission to Administer Medication Form' must be completed prior to staff giving medication to a child. All medication given will be documented on the form. Please hand medication directly to a staff member. Do not send medication in your child's backpack. All medication will be kept in a lock box, in a safe place out of reach from children.

Exceptions: None

This document can change as work safe or pandemic information changes

Policy Issued: July 16, 2021



Policy update: August 30, 2021

Policy update: September 8, 2021

Policy update: October 1, 2021

Policy update: November 23, 2022

Reference Centre for Disease Control/Coronavirus Covid-19, Public Health Agency of Canada/ Coronavirus Covid-19

Child Care Licensing Work Safe BC Covid-19 updates returning to safe operation/ childcare

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<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions#masks>