



Effective Date: September 2021

Modified Date: April 2022

COVID-19 Policy

What is COVID-19 and how is it spread?

COVID-19 is an infectious disease caused by the SARS-CoV2 virus. Although most people who have COVID-19 have mild symptoms it can also cause severe illness and even death.

COVID-19 is highly contagious and transmitted via aerosol droplets from an infected individual and is thus classified as an airborne disease. It is spread in two main ways:

- person to person, by people who are in close contact; and,
- by surfaces or objects, when people touch their face with contaminated hands.

A variety of measures can be used to control potential exposure to COVID-19. Examples include:

- screening;
- good ventilation and distancing;
- frequent cleaning and disinfection of surfaces;
- personal protective equipment.

Daily Screening

To Help ensure the health and safety of our preschool families and staff, both parents and staff are encouraged to use the daily COVID-19 screening tool from Public Health prior to attending programs at NDPCI.

Link: <https://covid-19.ontario.ca/school-screening/>

Reporting Absences

Parents will contact the preschool and indicate absences of child/children as is noted in the regular health policy at NDPCI found in the Parent/Guardian Handbook. Children should not attend Preschool if there is any sign of ill health or complaints of illness.

The Preschool is required to continue to monitor and report absenteeism rates to the Waterloo Public Health Unit should it rise to approximately 30% above the baseline as an ongoing measure to monitor COVID-19.

Return to School Procedure after Absence due to COVID-19

As per Ontario Public Health guidelines outlined in "Management of Cases and Contacts of COVID-19 in Ontario", if a family has a confirmed case of COVID-19 in a child then the child should stay home for 5 days after onset of symptoms and until they have no fever and other symptoms have been improving for 24 hours (48 hours for nausea, vomiting, and/or diarrhea). (see flowchart in Appendix)

Link:

https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/contact_mngmt/management_cases_contacts.pdf

Ventilation Measures

The Preschool has a portable HVAC system which helps reduce airborne pollutants, including virus particles. Use of an HVAC system is highly recommended from Public Health Ontario's guidance: "Heating, Ventilation and Air Conditioning (HVAC) Systems in Buildings and COVID-19". The Preschool also encourages classroom time outside whenever the weather permits.

Link:

<https://www.publichealthontario.ca/-/media/documents/ncov/ipac/2020/09/covid-19-hvac-systems-in-buildings.pdf?la=en>

Cleaning and Disinfecting

Staff will clean the classroom and highly touched surfaces before, during, and after class to stop the spread of the COVID-19 virus.

Cleaning and Disinfecting Procedures

- Staff will create a cleaning checklist/log of all cleaning activities that need to be completed throughout the day. Staff will sign off items on the checklist once they have been cleaned to ensure all cleaning requirements are completed.
- Staff will clean the classroom before and after each class.
- Staff will clean and sanitize high touch and frequently used surfaces
- A separate cleaning chart will be kept in the washroom. Staff will disinfect after every child uses the washroom and initial the chart in the washroom.
- Staff will clean with a solutions effective against COVID-19 which are recommended by the Government of Canada and applicable to child care settings (<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>)
- Staff will sign off on the entire checklist(s) once the areas have been cleaned.

Outdoor Cleaning and Disinfecting

The playground will be checked according to license requirements using the Playground Checklist binder. The highly touched toys and equipment in the playground will be cleaned and disinfected after every use and this cleaning will be recorded with date and initial.

Staff will:

- Ensure an adequate supply of tissues, wipes, hand sanitizer, and cleaning supplies are brought outside each day for use in the outdoor play area.
- Wash all soiled surfaces/toys/equipment with soap and water

Hand Hygiene

Another way to reduce the spread of COVID-19 is to encourage all staff, children, and anyone entering the centre to follow recommended hand washing procedures when arriving and leaving, and after close contact with others.

- Handwashing using soap and water is preferred method, however use of an alcohol-based hand sanitizer containing at least 70% alcohol can also be used (hand sanitizer is only recommended for staff).

Proper Hand Sanitizing Procedure for Staff

Only when a sink for handwashing is NOT available, staff will use alcohol-based hand sanitizer to clean their hands. Hand sanitizer will be kept out of reach of children.

Link from Public Health Ontario for handwashing and use of hand sanitizer -

<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en>:

(see appendix for Waterloo Public Health Posters for “how to wash your hands” and “Clean your Hands”)

Proper Handwashing Procedure for Toddlers and Preschoolers

Handwashing using soap and water is recommended over alcohol based hand sanitizer when hands are visibly soiled and for children. To ensure proper hand washing for toddlers and preschool children, staff will aid in and follow these steps:

1. Allow the child to wet his/her hands.
2. Allow the child to squirt drops of liquid soap onto his/her hands.
3. Facilitate the child’s washing all areas of the child’s hands for at least 15 seconds.
4. Ensure that the child rinses his/her hands (from wrist to fingertips) under running water.
5. Ensure the child dries his/her hands using a fresh single-use paper towel.
6. Turn off the faucet using the paper towel and throw out the towel in the garbage bin.
7. Wash their own hands using the Proper Handwashing Procedure (see appendix)

Masks and Personal Protective Equipment

Masks are no longer required for staff, childcare providers or any other individual at the Preschool as provincial mask mandates have been removed. However, some staff, childcare providers, individuals or preschool children may wish to continue to wear masks or PPE which will be respected as is their choice.

How to... Wash your hands

Help protect yourself and others in only **15 seconds**

1 Wet hands

2 Use enough liquid soap to cover all areas of your hands

3 Lather and scrub hands for at least 15 seconds (rub finger tips, between fingers, back of hands, base of thumbs and wrists)

4 Rinse under warm, running water

5 Dry with paper towel

6 Turn off water with paper towel

For information contact:
Health Protection and Investigation
519-575-4400 (TTY 519-575-4606) • www.regionofwaterloo.ca/ph
Available in alternate formats upon request

Clean your hands!

Your hands can pass on harmful germs.
We carry many different germs on our hands everyday. These germs can make us sick (e.g. cold, flu, diarrheal). When done right, cleaning your hands often is one of the best ways to help stop the spread of germs.

Clean your hands before & after:

- Preparing and serving food
- Eating
- Putting on or taking off disposable gloves
- Treating a cut or wound
- Caring for someone that is sick

Clean your hands after:

- Handling raw meat
- Coughing, sneezing or blowing your nose
- Using the washroom
- Changing a diaper
- Handling animals or their waste

How to use alcohol-based hand rub

Note: If your hands look dirty, it is best to use soap and water.

1 Use enough alcohol-based hand rub to cover all areas of your hands

2 Rub hands for at least 15 seconds or until product is dry (rub finger tips, between fingers, back of hands, base of thumbs and wrists)

62% alcohol
Recommended for the general public

70% alcohol
Recommended for health care settings

Help protect yourself and others in only **15 seconds**

Gel vs. Foam: Use enough hand rub to allow for a 15 second rub. Foam can dry out quicker; more foam may be needed.

Other ways to prevent the spread of germs:

- Cover your cough or sneeze
- Stay home when you are sick, return to work only when you feel better
- Clean and disinfect to remove dirt and germs from surfaces
- Prevent food-borne illness by handling food safely

Region of Waterloo PUBLIC HEALTH
June 2013

You have symptoms and are concerned you may have COVID-19. Now what?

