



Pathways Health Centre for Children

Covid-19 Policies and Procedures CACHÉ Child Care



Our commitment to ensuring a healthy child care
environment and service delivery plan through
COVID-19

*Addendum to the Pathways Return to the Workplace and Face-to-Face
Service Delivery Document

Updated **September 22, 2021**



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1. Policy and Purpose

C.A.C.H.É Child Care is committed to providing a safe and healthy environment for clients, staff, families and visitors. C.A.C.H.É will take all necessary steps and control measures to assist in the prevention, monitoring and reporting of COVID-19. Public health measures, as noted throughout this plan, must be adhered to in order to support the health and safety of all.

Staff will receive enhanced infection prevention and control, and health and safety training to ensure best practices and consistency.

All aspects of service delivery must follow the guidelines provided by:

- [Ministry of Education: Operational Guidance During Covid-19 Outbreak](#)
- [Lambton County Covid-19 Child Care Operations Manual](#)

This document will be revised in response to new developments in the pandemic. The re-opening plan will be done in phases and movement from one phase to the next will be determined in alignment with Public Health and Occupational Health and Safety directives, Ministry directives and directives of the Ontario and Federal Governments.

The purpose of this document is to clearly communicate the directives and guidelines with regard to the updated guidelines for face-to-face services in the C.A.C.H.É Child Care Centre.

If you have any questions or concerns please contact the C.A.C.H.É Supervisor.





2. Communication

Communication will remain a priority throughout the pandemic to ensure stakeholders are aware of the activities of the Child Care, and steps taken to continue to provide safe services throughout the duration of the pandemic.

- Communication will primarily take place with staff members through emails initially followed by onsite meetings as we continue through the Covid-19.
- Communication with C.A.C.H.É families will take place through social media, specifically the C.A.C.H.É and Pathways Facebook pages.
- In the event of a cancellation of in-person groups, events or meetings, the Supervisor will communicate with those involved and will be posted on our C.A.C.H.É Parent Facebook page with the rescheduled date.
- Virtual or telephone meetings/ events will be arranged when appropriate.
- The C.A.C.H.É Covid-19 policy and procedure document is provided to each staff, child and family in CACHE and given to new families upon enrollment. The Supervisor will ensure that all updated protocols are provided to families and staff.

3. COVID-19 Transmission

COVID-19 is a coronavirus typically spread through droplets or contact with surfaces.

Droplets

These large droplets, are released by talking, crying, coughing and sneezing and can travel up to 2 meters in the air and then settle out of the air quickly (setting the requirement to maintain 2 meters of physical distancing).

Droplets are also released during high-risk (e.g. aerosol generating) respiratory procedures including CPR, intubation, airway suctioning, and high-flow oxygen therapy. These procedures are not routinely performed at Pathways; however, staff should be aware of the increased risks if a client or family may require these procedures during an interaction (e.g., child with tracheostomy). Should there be an indication that an aerosol generating procedure may be required, the visit will not be scheduled until consultation with Lambton Public Health.

4. Hierarchy of Controls

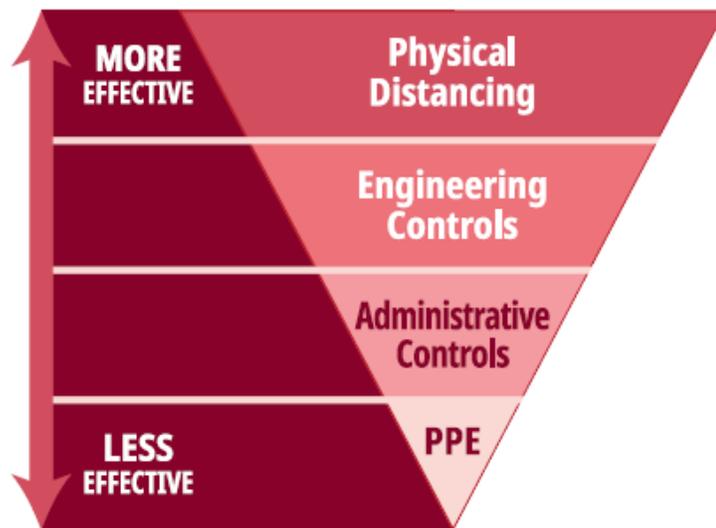
The most effective method for preventing the spread of COVID-19 is physical distancing. See Factsheet COVID-19 Guide for Physical Distancing. In addition to the expectation that physical distancing be maintained whenever possible, Pathways has put into place engineering and administrative controls to reduce the risk of transmission



Hierarchy of Controls For COVID-19

The hierarchy of controls is a framework for reducing transmission hazards. The most effective controls are at the top of the pyramid.

Source: Koehler, K, Rule A. Can a mask protect me? Putting homemade masks in the hierarchy of controls. [Internet] 2020 April 2. Johns Hopkins Education and Research Center for Occupational Safety and Health.



These controls include:

- screening for all individuals entering the building/prior to child care services
- required hand sanitization
- signage and floor markers
- plexiglass dividers
- reduced staffing in building when possible
- limiting caregivers accompanying client to the child care centre
- restricted access to staff room
- no sharing of laptops, computer mouse, phones, or keyboards wherever possible
- replacement of any fabric chairs, toys or equipment
- enhanced cleaning and disinfection measures
- guidance for exclusion of Sick Clients, Family Members and Staff

5. Infection Prevention and Control

Due to COVID-19, enhanced infection prevention and control measures must be followed. This infection prevention and control section:

- has been developed specific to COVID-19 and must be adhered to, in order to support the health and safety of all.
- presents directives and guidelines with regard to the provision of re-opening C.A.C.H.É Child Care service. The re-opening of the child care centre will be done in phases. Movement from one phase to the next will be determined alongside government and local health unit directives.



- contains mandatory education that will support staff awareness and ability to comply with guidelines relevant to our services, established by Public Health, the Ministry of Health, Provincial Acts, Lambton Public Health, and the Federal Government regarding services, personal protective equipment and cleaning and disinfecting.
- contains additional precautions and measures and builds on the following Centre Policy and Procedures. Staff can locate these of the Pathways server/F drive.
 - Hand Hygiene
 - Routine Practices & Additional Precautions for Infection Control
 - Handling Illness & Reportable Communicable Disease
 - Environmental Cleaning for Prevention and Control of Infections
 - Reprocessing of Equipment
 - Exclusion from or Limitation of Centre Services

6. COVID- 19 Vaccination Requirements

Given the responsibility we have toward our clients, as well as our legal obligation to comply with the Chief Medical Officer of Health's directive for Licensed Childcares and Children's Treatment Centres, the Pathways Board of Directors has approved a policy that all employees, contractors, volunteers and students (on educational placements) will be required to be fully immunized. Staff who are unvaccinated or partially vaccinated will be required to undergo regular rapid antigen testing until fully immunized, or indefinitely, if an exemption is approved.

7. Personal Protective Equipment (PPE)

PPE becomes necessary when physical distancing is not possible and engineering controls and administrative controls cannot be put in place. When dealing with children, physical distancing may not be possible due to a child's ability to understand or comply with guidelines. Therefore, we need to consider the use of PPE in more circumstances than if we are dealing with compliant adults. We need to plan for unexpected lapses in physical distancing.

The Manager of Community services, together with the Child Care Supervisor will anticipate volume of face-to-face services predicted for the following month in the child care service, in order to ensure stocks of necessary PPE. In the event of a PPE supply shortage, face-to-face services will be reduced or suspended as appropriate, ensuring proper PPE for staff for client services. [Workplace PPE Supplier Directory](#)

To be effective, all Personal Protective Equipment (PPE) must be worn correctly and removed correctly. Staff must be trained to use PPE correctly. PPE is always used in conjunction with appropriate hand sanitization.





Types of PPE

There are different types of PPE available and each has its place in strategies to protect staff, clients and families.

Masks:

- **Cloth Masks (Non-medical masks):** Protects those around the wearer from transmission of infection from the wearer. These are currently recommended for everyone to wear when in public places where physical distancing is not possible. Cloth masks should be washed after use.
- **Surgical Masks:** Surgical masks help block large-particle droplets, splashes, sprays, or splatter that may contain viruses and bacteria and keep organisms from reaching the wearer's mouth and nose. Surgical masks may also help reduce exposure of the wearer's secretions to others. If PPE supplies are limited, a surgical procedural mask can be worn for extended periods, up to one work day, as long as it is not visibly soiled, damp, damaged, or difficult to breathe through. They should be replaced if they become wet or soiled.
- **N95 Respirators:** Protect the wearer from aerosolized virus particles and are only necessary for the protection of health workers if an aerosol generating procedure will be performed by the health care worker. These masks form a tight seal around the wearer's mouth and nose. N95 masks cannot be reused after use. Before using this type of mask, staff must be "fitted" to determine the best mask for them.

Eye Protection/Face Shields/Goggles:

Face shields and goggles prevent droplets from entering the wearer's eyes. Face shields are preferred over goggles if they are available.

Gloves:

Hand hygiene must be completed before and after wearing gloves. Gloves are single-use only, and must be worn for a specific task or encounter, not throughout the entire day. Non-latex gloves shall be worn when it is anticipated that hands will come into contact with mucous membranes, broken skin, tissue, blood, bodily fluids, secretions, excretions and drool. In addition, gloves should be worn if the staff person will, or if there is potential risk for, contact with contaminated equipment or environmental surfaces (including a client home). This may include handling, diapering, stretching, feeding, and other hands-on services provided by staff.

Gowns:

Gowns should be worn when there is a risk of contact with bodily fluids or droplet contact from a person with respiratory symptoms of a condition spread by droplets, like COVID-19.



Use of Personal Protective Equipment - C.A.C.H.É Child Care:

- All staff conducting the screening process will do so behind a plexi-glass shield. If this is not possible, the staff will wear a surgical procedural mask and a face shield goggles.
- The designated “Porter” will meet the child at the screening area and escort the child to the classroom. The “Porter” will wear a surgical mask, eye protection and practice hand hygiene before and after each child is escorted to the classroom
- All child care staff, visitors and placement students will wear a surgical mask and eye protection while inside the child care setting, including hallways and staff rooms
- Mask and eye protection are not required outdoors when a distance of 2 metres can be maintained. If 2 metres cannot be maintained then wear mask and eye protection are required
- Masks should be replaced when they become damp or visibly soiled
- All staff will be trained in the use and disposal of PPE using Public Health training materials. See Training Section below
- All staff will be required to confirm that they have viewed the videos relevant to the PPE that they will be using. See Training Section below
- All staff will receive a PPE lanyard guide
- PPE for staff will be available from Human Resources
- The C.A.C.H.É Supervisor is responsible for completing the County’s monthly PPE request and forwarding it to the manager of Finance and Operations to ensure ongoing inventory for our screening process
- Parents/ caregivers are encouraged to wear a mask at drop off or pick up, but it is not a requirement if you remain outside
- All parents/ caregivers and essential visitors are required to wear a non-medical mask when they enter the building
- If exempt from wearing a mask due to medical reasons, you must contact the Supervisor prior to entering to discuss alternatives
- Children younger than Grade 1, are encouraged to wear a mask while inside the child care but it is not mandatory. Masks are not recommended for children under 2 years old

8. Hand Hygiene

Hand Hygiene remains a primary action against the spread of infection. Employees can access the Centre’s Health and Safety policies on Hand Hygiene and Hand Hygiene Compliance on the server/ F drive.

Hand Hygiene is a general term referring to any action of hand cleaning. Hand hygiene relates to the removal of visible soil and removal or killing of transient microorganisms from the hands. Hand hygiene may be accomplished using soap and running water or a





hand sanitizer (70-90% alcohol based). Hand washing with soap and running water must be performed when hands are visibly soiled.

Hands carry and spread germs. Touching your eyes, nose, mouth, sneezing, or coughing into your hands may provide an opportunity for germs to get into your body or spread to others. Keeping your hands clean through good hygiene practice is one of the most important steps to avoid getting sick and spreading germs. Staff, clients and families must practice good hand hygiene at regular intervals during the day, above and beyond what is usually recommended, for example: upon entry to the facility, when hands are visibly dirty and/or after:

- sneezing, coughing, or blowing nose
- using the washroom
- handling garbage
- handling raw foods
- outdoor play
- toileting/diapering routine
- handling soiled laundry or dishes
- handling soiled toys or other items
- coming into contact with bodily fluids
- coming into contact with any soiled/mouthed items
- gardening

Hands should be cleaned using soap and water or hand sanitizer before and after:

- preparing, handling, serving and eating food, bottles, water
- handling animals
- touching a cut or open sore
- changing diapers
- glove use
- dispensing/handling expressed breast milk

When hands are visibly soiled, follow these steps for cleaning hands:

- Wet hands and apply soap
- Lather for at least 20 seconds. Rub between fingers, back of hands, fingertips, under nails
- Rinse well under running water
- Dry hands well with paper towel or hot air blower
- Turn taps off with paper towel, if available

When hands are not visibly soiled, follow these steps for cleaning hands:

- Apply hand sanitizer (70-90% alcohol-based)
- Rub hands together for at least 20 seconds



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- Work sanitizer between fingers, back of hands, fingertips, palms and under nails
 - Rub hands until dry

Hand sanitizers should only be used on children who are over the age of two and must always be used under adult supervision. Adults must ensure that the product has completely evaporated from the child's hands before allowing the child to continue their activity. Children under the age of 2 should not have hand sanitizer applied, instead perform hand washing. Consent from families for the use of sanitizer must be obtained.

Hand Hygiene Monitoring

To ensure that staff are using proper hand hygiene methods, C.A.C.H.É will review hand hygiene practices on a regular basis and provide feedback to staff as required.

9. Cough Etiquette

Germs, such as coronavirus, influenza and cold viruses, can be spread by coughing and/or sneezing. When you cough or sneeze on your hands, your hands carry and spread these germs.

Keep your distance (preferably more than 2 metres/6 feet) from people who are coughing or sneezing.

Follow these steps to stop the spread of germs:

- If you have a tissue, cover your mouth and nose when you cough, sneeze or blow your nose
- Put used tissues in the garbage
- If you don't have a tissue, cough or sneeze into your sleeve/ elbow, not in your hands. Staff can access the Centre's signage "Cover Your Cough" on the server/ F drive.

The risk associated with transmission with shared objects is low and therefore a focus will be on regular hand hygiene and respiratory etiquette to reduce the risk of infection related to shared equipment. C.A.C.H.É staff/ students will train and assist children on age appropriate hand hygiene and respiratory etiquette, including the use of alcohol-based hand rub and signage will be posted around the child care setting.

10. Infection Prevention and Control Training

All staff must view the following:

1. [Public Health Ontario VIDEOS Hand Hygiene](#)
2. [Public Health Ontario VIDEO Putting on Full PPE](#)
3. [Public Health Ontario POSTER Putting on PPE Poster](#)
4. [Public Health Ontario VIDEO Taking Off Full PPE](#)



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5. [Public Health Ontario POSTER Taking Off Full PPE](#)
 6. [Public Health Ontario POSTER Recommended Steps for PPE](#)
 7. [Public Health Ontario FACT SHEET Non-medical-masks](#)

All staff must sign an attestation that they understand and will follow directives as outlined by Public Health Ontario and detailed within this document. Staff can access the PPE training assentation form on the Centre server/ F drive.

11. Environmental/ Equipment Cleaning and Disinfection

Staff can access the current policies for Environmental Cleaning for Prevention and Control of Infections and Reprocessing of Equipment on the Centre server/F drive. Additional measures are now in place, following [Public Health Ontario's Guidance on Cleaning and Disinfection for Public Settings.](#)

From what is currently understood about COVID-19, it is easily removed with normal cleaning and is killed by disinfectants commonly used in our organization. In addition to the organization's routine cleaning and disinfection, additional measures will be in place to help prevent the spread of COVID-19. High touch surfaces such as faucets, flushing handles, toilet seats, light switches, hand rails, door knobs, etc., are to be cleaned and disinfected at least twice daily, and as visibly necessary. Tracking sheets of cleaning must be maintained.

The following procedure is to be used for cleaning classrooms and outdoor materials and equipment for everyday and when a case is confirmed:

1. Gather required equipment and supplies needed.
2. Clean hands using soap and water or alcohol-based hand rub and put on gloves and any other required personal protective equipment.
3. Ensure visibly dirty surfaces are cleaned with soap and water prior to disinfecting.
4. Disinfect room using prepared bleach/ water disinfectant in spray bottle and cloth OR Oxivir/Lysol wipes, working from clean to dirty and high to low areas of the room. Staff can access the Centre policy for Disinfecting/Washing Toys and Therapy Equipment on the server/F drive.
5. Ensure to check the expiry date on the disinfectant.
6. Use fresh cloth(s) or new wipes for disinfecting each location.
7. Leave disinfectant on surface as per manufacturer's recommended time.
8. Disinfect in the following order, generally: doors, door handles, touched areas of door frame, light switches/thermostat, wall mounted dispensers, furnishings, materials, equipment, outdoor equipment sinks and faucets/showerheads, toilets as applicable. If the outdoor equipment is shared, it will be disinfected between each use.



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9. If using cloths, change cloth when it is no longer saturated with disinfectant and after disinfecting heavily soiled areas such as toilet or sink area.
 10. Pay particular attention to high-touch surfaces.
 11. Place soiled cloths in designated container for laundering between uses.
 12. Place obvious waste in garbage receptacles.
 13. Remove gloves and place in garbage receptacles.
 14. Clean hands with soap and water or alcohol-based hand rub.

Tracking sheets for cleaning must be maintained in each classroom.

*Do NOT leave room wearing gloves or other personal protective equipment.

Responsibilities will lie with evening cleaners, additional day-time cleaners, and staff working in the child care service.

In addition to routine cleaning, evening cleaners will ensure:

1. areas are vacuumed/mopped nightly.
2. desk surfaces are disinfected nightly, including phones, mice and keyboards.
A clean desk policy will support the evening cleaning.
3. plexiglass barriers and the screening table are disinfected nightly using a cleaning product that will not affect the integrity or function of the barrier.

C.A.C.H.É staff/ students will be responsible for disinfecting high touch surfaces at midday, and client bathroom after each use.

All staff are required to disinfect high touch surfaces where touch of shared equipment cannot be avoided, after each use.

If an individual is suspected of having COVID-19 in the child care the Supervisor will give the cleaning staff instructions for additional cleaning and disinfecting; identify areas to be cleaned, PPE to be worn, use disposable cleaning products if possible, remove items that can not be disinfected and store them for a minimum of 7 days.

All products including cleaners and disinfectants must be out of reach of children, labelled and must have Safety Data Sheets (SDS) that are up-to-date and stored on site. Pathways/ C.A.C.H.É uses approved disinfectants with a drug identification number (DIN). The product must be appropriate for the surface it is being used on and the contact time (time the surface stays wet) must follow the product's suggested time. See Approved Disinfectants for acceptable products to be used.



12. Group Sizes and Staffing

Groups are permitted to return to the previous maximum group size prior to COVID- 19. Staffing ratios at the child care service will be based upon the full capacity as outlined in our license unless otherwise directed by the Ministry of Education or Public Health to reduce/ limit cohorts. Each group will stay together throughout the day and as much as possible should not mix with other groups.

Movement of supervisors and/or designates, staff and students on educational placement between child care locations and between licensed age groups is permitted, but as much as possible, will try not cross over. The staff in each room will be scheduled at staggered start times; this will minimize the risk of COVID -19 spreading between the rooms.

Job Duties and Assignments:

Educator 1 (Approximate Shift: Opening)

- Must arrive 15 – 30 minutes prior starting shift
- Washes hands
- Proceed to the assigned classroom
- Opens classroom following the Opening Classroom Procedures
- Greet the children as they arrive
- Have the children wash their hands upon arrival

Educator 2 (Middle Shift)

- Must arrive 15 – 30 minutes prior starting shift
- Washes hands
- Proceed to the assigned classroom
- Greet the children as they arrive
- Have the children wash their hands upon arrival

Educator 3 (Approximate Shift: Closing)

- Must arrive 15 – 30 minutes prior starting shift
- Washes hands
- Proceed to the assigned classroom
- Will help bring the children at end of day to parents

Screener (Supervisor) (Approximate Shift: Opening – 2:30pm)

- Screens all individuals arriving at the centre according COVID-19 Screening Checklist
- Insures COVID-19 Screening Checklist is completed weekly
- Monitors arrivals daily and fills in the screening daily roll-up

Cook-Food Prep / Support Worker (Approximate Shift 9:30am – Closing)



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- Prepares snacks and meals and delivers to the door of each classroom
 - Ensures classrooms have all food items and utensils required
 - Assists with disinfecting and cleaning of building throughout the day

Porter

- The designated “Porter” will meet the child at the screening area and escort the child to the classroom. The “Porter” will wear a surgical mask and practice hand hygiene before and after each child is escorted to the classroom

Sanitizing Support

- Frequently touched surfaces will be cleaned and disinfected at least twice a day (doorknobs, water fountain knobs, light switches, toilet and faucet handles, electronic devices and tables).

Staff Work Areas

The Staff Room will be available for food storage for staff. Restricted occupancy of the staff room is set at 2 people, with a requirement to maintain physical distancing. Masks must be worn except when eating/drinking.

13. Visitors

Visitors and volunteers entering the program must be approved in advance by the Supervisor. All visitors/ volunteers are required to pass screening before entering and are subject to all the same COVID-19 safety protocols.

Students completing educational placements will be permitted to enter child care settings and should only attend one child care setting and be assigned to one group of children. Students will also be subject to the same health and safety protocols as other staff members such as having their daily self-screening results validated on-site, the use of PPE when on the child care premises, and they must also review the health and safety protocols.

The provision of special needs services may continue and licensees may use their discretion to determine whether the services being provided are essential and necessary at this time.

14. Screening

Prior to health screening, the screening area will be set up at the entrance of the C.A.C.H.É Child Care service and will meet following criteria:

- Screening Staff must complete health screening training provided by Human Resources, with directions to complete screenings from behind the plexiglass.



Should the plexiglass screening area not be available, the screener would require a surgical mask and visor/goggles. Hand hygiene must be completed regularly throughout the day. Papers are not to be shared, and screener will record responses on behalf of the individuals.

A record will be kept of all people entering the child care along with the results of their screening. Cohorts/ classrooms assignments will be identified on the screening form for staff and children. The Supervisor will ensure that past records are kept on file for one year in the event that contact tracing is required by Public Health.

- Establish a screening table that will allow for a minimum of space of 2 metres distance between staff conducting screening and the person being screened.
- Visual markers on the floor to support physical distancing.
- Signage identifying the screening process will be posted outside and directly inside the building.
- As all individuals entering the building must complete hand hygiene, ensure hand sanitizer is in the screening area.
- C.A.C.H.É. will have an identified “Porter” who will meet the child at the screening area and escort the child to their classroom.
- Ensure disinfectant is available at the screening desk for use during the day.
- Staff will be alert to client activities in the screening area and ensure that door handles, and any other surfaces touched are disinfected immediately. Personal protective equipment (PPE), a mask and goggles/ face shield, must be worn for this, with hand hygiene performed before and after donning and doffing the mask.

C.A.C.H.É will follow the Ministry of Education [COVID- 19 school and child care screening questions](#).

Screening Outcomes:

Outcome 1 – PASS

If the answers to all five questions is **NO**, and their temperature is recorded as less than 37.8 degrees Celsius, they have passed the screening and can enter the building.

Action: The porter will take the child from the screening area to the classroom.

Outcome 2 – FAIL

If the answer is **YES** to any of the screening questions, their temperature is 37.8 degrees Celsius or higher, or they refuse to answer, then they have failed the screening and cannot enter the building.

Action: The screener will advise the family that they should:

- Have the child assessed by a healthcare provider (HCP)



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- Follow the directions of the HCP. If determined to not be COVID-19 related, the child care may allow the child back in to the centre 24 hrs after the symptoms have resolved. This extends to 48 hrs symptom free during gastrointestinal outbreaks. As Lambton Public Health is highly recommending a primary care provider's note for return to child care, this will be a requirement for C.A.C.H.É. re-entry
 - Contact the Child Care Supervisor to provide an update

15. Management of Sick, Suspected or Diagnosed COVID-19

It is critical for Pathways Health Centre for Children/ C.A.C.H.É to properly screen and exclude from entry to the facility: clients, families, contractors, visitors and staff that does not pass the screening questions. Lambton Public Health investigates each confirmed case of COVID-19 and will work with these persons to determine who their close contacts may be.

For any suspected and/or confirmed case of COVID-19 involving a client and/or family member, or staff member of C.A.C.H.É, the following protocols must be implemented:

- [COVID-19 Symptoms](#)
- Self-isolate immediately Fact Sheet COVID-19 Self Isolating.
- Notify Supervisor and/or Management
- Notify Lambton Public Health immediately and follow all direction provided 519-383-8331
- Management to implement recommendations and directions from Public Health and Ministry of Health including: infection control measures to prevent transmission in the facility, notifications, considerations regarding continuation or stoppage of in-person services, communication and messaging to community, clients and families.
- Complete Centre Incident Report
- Management to complete Serious Occurrence reporting requirements as applicable for MCCSS
- The Supervisor will notify the Program Advisor of the Child Care Licensing System
- Lambton Public Health will advise on when it is safe to return to the child care centre.
- Where a case involves staff and or children considered likely to have been infected as a result of a workplace exposure, notification to WSIB and the Ministry of Labour, Training and Skills Development for occupational illnesses will be required.
- In the event an outbreak is declared by Lambton Public Health within the childcare, the C.A.C.H.É. Supervisor will immediately notify the manager on-call





at Pathways. The Supervisor or Management, under the direction and guidance of Lambton Public Health, will notify clients/ families and staff impacted. The Supervisor will notify the Ministry Program Advisor of the Child Care Licensing System of the outbreak status.

- The classroom and playground will be shut down and sanitized following the sanitizing procedures.
- When advised by Public Health that it is safe to return to the child care, please consult with the supervisor prior to returning.

Exclusion for Children with Non COVID-19 Related Symptoms

- Nausea and vomiting: Child should be isolated until the parent can pick them up
- Encourage the parents to have the child assessed by a Health Care Provider
- Follow the direction of the Health Care Provider. If determined to not be COVID-19 related, the centre or home child care provider may allow child back to the centre or home 24hrs after the symptoms have resolved. This extends to 48hrs symptom free during gastrointestinal outbreaks. Lambton Public Health is highly recommending a physician's note but not a requirement.

Developing symptoms while at the child care:

- Ill staff will be masked and separated from the other clients and staff and asked to leave Pathways immediately and contact Lambton Public Health. If they are unable to leave immediately, they will move to the designated isolation room off the main lobby until able to leave the Centre.
- If a client (child) is ill, they will be escorted by the classroom's designated Porter to the isolation room and wait until the child's parent / guardian arrives for pick up.
- If a client, family member or staff is unresponsive, has trouble breathing, has a convulsion, or whose condition is deteriorating rapidly and must receive immediate medical attention, Pathways staff will call 911.
- Clean and disinfect the area immediately after the individual has left the building. Mask and gloves should be worn for the cleaning.

Staff exposure to ill staff, client and/or family member:

- Staff members who had in-person contact with the ill staff member, client and/or family member should self-monitor for symptoms for 14 days and avoid other high-risk settings and vulnerable persons during this time.
- Only if the client, family member, or staff member, tests positive for COVID-19, would the staff members who provided in-person services for that client and family be required to self-isolate for 14 days.

Staff who feel ill:

- CACHE supports staff to remain home until well. Staff who have symptoms such as i.e., fever, cough, and or shortness of breath etc., should notify their



Supervisor, should self isolate, and contact Lambton Public Health for screening direction. Staff will not be permitted entry to the child care centre until Public Health deems appropriate.

- Staff who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow Public Health Ontario (2020) Guidelines on Caring for a Family Member-COVID 19. These staff must not enter Pathways and must self-monitor for symptoms. Staff should not return to work without confirmed consultation with Public Health.

Surveillance:

The child care centre will monitor amount of illnesses among staff, clients and families. Any increases in the number of ill clients, family members, and staff must be reported to Lambton Public Health.

16. Frequently Asked Questions

What can I expect when I drop my child off?

Entrance to the C.A.C.H.É. Child Care Service:

The front C.A.C.H.É. entrance has been identified as the single entrance/exit point for the Child Care, to allow for appropriate screening and tracking. Every staff, client, approved visitor and family member/guardian must sanitize their hands and complete an active screen prior to being admitted into the child care. **At this time, family members/guardians may only enter the building under special circumstances and with permission from the C.A.C.H.É. Supervisor.**

Morning Drop-off Procedure:

1. Parents will arrive and park their vehicle. The covered entrance area will be blocked off with pylons.
2. Parents will line up at the entrance following the two-meter spacing guides taped on the west sidewalk to the left of the child care entrance doors.
3. Please limit the items brought by your child to “essentials only”. No outside food or blankets may be brought in.
4. A designated Greeter will control the outside entrance door to ensure appropriate flow of individuals and minimize touch to door handles. The two inside entrance doors will be propped open during morning drop off and afternoon pick up. The Greeter will wear a face shield and mask.
5. The Greeter will open the door for one parent / child and ask them to proceed to the green circular distance marker to begin the screening process with the designated Screener. **The parent will not be allowed to go beyond the screening station.** The Screener will complete the tracking sheet and transfer the information to the attendance log.



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6. If the child passes the screening, a Porter will escort the child to the classroom. The Porter will wear a face shield and mask and complete hand hygiene before and after contact with each child.
 7. Once the Porter has received the child and the parent has completely left the screening station and entrance area, the Greeter will allow the next family to enter.

What is the afternoon Pick-up process?

1. The parent/guardian will line up at C.A.C.H.É. main entrance following the two-meter spacing guides taped on the west sidewalk to the left of the child care entrance doors (same as morning protocol).
2. The Greeter will control the outside entrance door (right side door). The two inside entrance doors will be propped open.
3. The Greeter will open the door for one parent/guardian and ask them to proceed to the green circular distance marker. The parent/guardian will not be allowed to go beyond the screening area.
4. The parent/guardian will identify their child to the C.A.C.H.É. staff at the screening desk. The staff member will confirm the information and direct the Porter to the appropriate classroom to retrieve the child to escort them back to the screening area.
5. The C.A.C.H.É. staff at the screening table will complete the tracking form indicating the child has left the child care.
6. Once the family has completely left the screening/entrance area, the next family is allowed in.

What happens if my child passes the screening and later in the day shows symptoms?

If a child begins to show symptoms (**see Screening Question #1**) throughout the day, they will be escorted by the classroom teacher to the isolation room (Teen Room) and wait until the child's parent/guardian arrives for pick up. The child will be encouraged to wear a mask if over 2 years of age and if they can tolerate it. The classroom staff will be required to wear a face shield, face mask and gown while waiting with the child.

It is expected that the parent / guardian will be able to respond immediately to pick up their child.

The family will be asked to follow the same action steps, as if their child had failed the entry screening process (**Outcome 2** above).

Criteria for coming out of isolation for symptomatic adults and children with COVID-19 symptoms:

- Where individuals can manage their symptoms at home and are not health care/essential services workers, it is currently recommended that they self-isolate for 14 days from symptom onset



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- After 14 days, if they are without fever and their symptoms are improving, they may discontinue self-isolation in consultation with Lambton Public Health

Criteria for coming out of isolation for asymptomatic employees or children who were in close contact with staff or child with COVID-19 symptoms:

- Self-isolate for 14 days from last exposure to the individual

How will staff support health, safety and physical distance protocols within the child care?

We will:

- Perform proper hand hygiene (including assisting children with hand hygiene); regularly throughout the day and between interactions with different children within the cohort
- Frequently touched surfaces that are most likely to become contaminated, including doorknobs, light switches, toilet handles and tabletops will be disinfected at least twice a day (recorded in new cleaning schedule)
- Alternate lunchtime and outdoor playtime to maintain distance between classes
- Incorporate more individual activities and activities that encourage more space between children
- Increase the distance between cots or mats during sleep time
- Ensure cots and mats are labeled and designated to a single child per use (not shared). All cots and mats will be cleaned and disinfected before being assigned to a child
- Use blankets or cloths over child care staff's clothing when holding infants and toddlers and change the blankets/cloths between children
- Increase spacing of chairs (every second chair) during table top activities and meal/snack time
- Ensure all toys used in the classroom are made of material that can be cleaned and disinfected as much as possible. Mouthed toys will be cleaned and disinfected immediately after the child is finished using it.
- Water tables, playdough, sand and other sensory items can be offered with the approval of the Supervisor. Hand hygiene must be preformed before and after the activity.
- All linens (facecloths, blankets) will be laundered between children
- Each classroom will have their own equipment and toys which will not be shared with other classes
- Ensure sunscreen is not be shared and families will be requested to provide for their child. Staff assisting with the application of sun screen will exercise proper hand hygiene when doing so.

