

How We're Keeping Everyone Safe During COVID-19 At Glowing Hearts Daycare

Thank you for taking the time to read this important document, which outlines new Policy and Procedures that has been carefully developed as a result of the Covid-19 Pandemic. The purpose of this is to maintain our open communication with you and provide you with as much information as possible with regards to how the daycare is responding to the global pandemic.

These new policies have been developed by Glowing Hearts Daycare, and are reflective with what has been provided to the public by the Center for Disease Control (CDC). It applies to all the staff, children and families within the childcare facility.

We are trying our best to stay open and keep providing care to your children but it can change suddenly and without notice. This might be ordered by our licensing officer, or is a decision made by management for the reasons we feel are required due to the safety of children and staff.

- **Entering & Exiting**
- **Wellness checks**
- **Face Protection**
- **Physical Distancing**
- **Hand Hygiene**
- **Classroom Hygiene**

Entering & Exiting:

- Whenever possible, we ask one family member to be responsible for drop off and pick up to minimize exposure to multiple people.
- Only one family member at a time permitted in Glowing Hearts Daycare for drop off and pick up. This is to maintain social distancing practices and limit contact within the center.
- Siblings are allowed to come if necessary-they may not leave the front door mat, please do not allow them to touch surfaces. We ask

that parents do not leave the mat at drop-off/pick up as well to minimize contact.

- Visual reminders are posted in our entrance.
- Hand Sanitizers are provided at our entrances.

Wellness checks

- Daily wellness checks on both students and staff.
- Glowing Hearts Daycare does not recommend that if your child has an underlying medical condition or weak immunity system that they attend during the COVID-19 pandemic as they are at higher risk, and the safety of your child is a priority.
- All families travelling outside of Canada may be asked to remain home for 2 weeks following travel. No care will be provided to your child for 2 weeks, if any of the family member has come back from outside Canada. All parents must inform us of International travel, failure to do so may result in immediate termination (discretion will be left to the owner/operator of Glowing Hearts Daycare).
- If ANY immediate family member inside your house becomes ill with any of the following: fever, chills, diarrhea, body aches, cough, runny nose, or symptoms specific to the infectious disease outbreak, you will be asked to keep your child home until the symptoms have passed for that family member.
- Our Health and Wellness Policy continues to apply during a pandemic or communicable disease outbreak however, additional restrictions may apply based on Government or Licensing Officer directives or if management feels necessary. A child with excessive mucous or coughing will be asked to be picked up and remain at home until symptoms have subsided and 14 days have passed. Children with ANY sign of fever will be asked to stay home. They may return after 48 hours, fever free WITHOUT aid of medication. If symptoms persist, we ask that they remain quarantined until they improve. To ensure the safety of your child, other children in our care, and health and safety of our employees, please check your child BEFORE sending them to daycare for the following: fever, runny nose, cough, body aches, chills or diarrhea. You MUST keep them home until they have

been assessed by a medical practitioner and it is determined they do not have COVID-19, their symptoms have resolved and you have a doctor note stating they are not contagious and able to return to the Center. This same protocol is in place for STAFF as well.

Face Protection:

- All the teachers and staff are provided with face protection-masks and face shields.
- Teachers maybe asked to wear masks or face shields.

Physical Distancing:

It is difficult to do physical distancing among children in a daycare setting but we're trying to minimize their contact during their time at the centre. In addition to limiting classroom access, we've implemented:

- Smaller classroom size when possible or split into small groups.
- Spending more time outside.
- Children are placed 6 feet apart during nap time.
- Limiting physical contact, so please don't be offended if we don't shake hands!
- We have temporarily suspended outside visitors to classrooms.

Hand Hygiene:

- Hand washing upon arrival for children and staff.
- Look for our handwashing posters in the washroom.
- Our Teachers will ensure correct hand washing is done more frequently and added in our daily schedule.
- When handwashing can't be done, hand sanitizers are available in every classrooms and playground.

- We will also ensure Students understand how to correctly cover their mouths when sneezing and coughing.

Classrooms Hygiene:

- Hand sanitizers are provided at our entrances and throughout the daycare.
- Toys will be disinfected twice a week
- Frequently touched surfaces (doorknobs, light switches, faucet handles, table counters, chairs, and regularly used toys) will be cleaned and disinfected at least twice a day.
- Toys that cannot be easily cleaned have been temporarily removed (stuffy toys, dress-up).
- Dishes and water bottles at the end of the day are washed in the dishwasher.
- Food and personal items will not be shared.
- No toys/stuff toys are allowed from home.
- Daycare will not provide any snacks anymore.

****Hours of Operation may change during this time as well. Please check with the facility for Hours of Operation.**

Thank you for your support. Stay safe.

Shilpa Lalsinghani