

## Eastside Family Place COVID Occasional Care Policies



### Basic Transmission Facts of COVID-19

COVID-19 is a respiratory infection that is spread by droplets. These are small particles that are dispersed one to two metres when people cough or sneeze.

Coronavirus is transmitted via liquid droplets when a person coughs or sneezes. The virus can enter via droplets through the eyes, nose or throat if you are in close contact. It can be spread by touch if a person has used their hands to cover their mouth or nose when they cough. Frequent hand washing and physical distancing are two of the ways to stop the virus from being transmitted.

(<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/how-it-spreads>)

### Eastside Family Place Basic Tenets

1. The safety of our children, families and staff are our highest priority.
2. ESFP has developed policies/protocols that are in compliance with Provincial Public Health Guidelines, WorkSafeBC and Vancouver Coastal Health Child Care Licensing Regulations.
3. In the interest of our community, children and adults who are sick are not permitted to use our facilities or enter our space. By participating, you are accepting our terms and conditions of attendance. Please note that management/staff may refuse service if there is any uncertainty of health status at the time of drop-off.

### Health Guidelines

According to the BC Centre for Disease Control, the symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. For the health and safety of all (families and staff), you should not visit ESFP if any member of your household is showing the following symptoms:

Fever	Stuffy or runny nose	Fatigue
Chills	Loss of sense of smell	Loss of Appetite
Cough	Headache	Sore throat and
Shortness of breath	Muscle aches	painful swallowing

Eastside Family Place will be operating according to recommended Provincial Public Health Guidelines outlined at <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>. If you are uncertain of your status, the BC Centre for Disease Control's online assessment tool can help you to determine whether you should be tested or stay home. <https://bc.thrive.health/covid19/en>

If an individual has no symptoms, they do not require a test. A healthcare provider may also decide whether a person requires testing. If you or someone in your family has experienced symptoms, testing sites are available: <https://experience.arcgis.com/experience/3862560c5a41418e9d78f4f81688e9d0>

## General Occasional Care Procedures

### Registration:

- ESFP is accepting children for gradual entry. Even if you have not taken part in this program before, you are now eligible to participate if your child is 18 months to 6 years of age.
- ESFP is offering in-house occasional care services **Tuesday and Thursday mornings**. Occasional care time slots are two hours in length. ESFP membership must be up to date.
- We are accepting up to 5 families per day between the hours of 10 am and 12 pm (maximum two children per family for a total of five children max, ages 18 months to early 6).
- To book, email [info@eastsidefamilyplace.com](mailto:info@eastsidefamilyplace.com) Attn: Gisele McClain.
- Please note that by attending this program, you are agreeing to our terms and conditions of attendance. (See end of this document for the questionnaire.)
- At drop-off, staff will verbally confirm health requirements have been met. Note that management/staff may refuse service if there is any uncertainty of health status at that time.
- The same person drops off and picks child(ren) up unless arranged otherwise with staff.
- If any members of your household are showing symptoms of COVID, please review the Public Health Guidelines outlined at <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>.
- Two program staff will be managing our occasional care with another ESFP staff available on site.
- If you have to cancel, please let us know by emailing [info@eastsidefamilyplace.org](mailto:info@eastsidefamilyplace.org) or calling our office at 604-255-9841.

### Drop off:

- Parents will not be allowed in the building; drop off will be set up outside. Staff will respect social distancing and do additional health screening at that time.
- Hand sanitizer will be applied to the child prior to admittance. Regular handwashing between activities will be encouraged by staff.
- It is requested that no child(ren)'s items (except a change of clothes and essentials such as diapers) be brought into the playroom from home. Please ensure that child(ren) are dressed for the weather as we may be accessing our outdoor space (fenced backyard) during their stay.

### In-House Procedures

- For younger children, maintaining physical distance is less practical and Provincial Health Office Guidelines focus on minimizing physical contact instead. With this in mind, we will keep the play environment as natural as possible and find creative ways to interact with each other.
- Discussions with children will have the intent of relieving anxiety by keeping the environment calm. Songs will be incorporated (while washing hands) – staff will remain mindful of positive talk, encouragement, and strategies (such as taking a deep breath) to help reduce any anxiety.
- Staff will interact with child(ren) in their care in different areas of the room; as much as possible, children not in the same household will be encouraged towards more solo play experiences.
- Handwashing will be initiated between each activity.
- Snacks (food and water) will be provided by ESFP. Pre-packaged food will be used when available, otherwise strong safety measures will be followed in food preparation. As snacks often contain dairy or wheat, parents are encouraged to pack a snack for children who have allergies or sensitivities. During snack time, children will be given individual servings and physical distancing will be encouraged.

- All dress up activities are suspended. Only toys and materials that can be cleaned/disinfected will be used in the centre. Toys and materials will be set aside after child’s use.
- When the (fenced) back yard space is used, staff will look to minimize physical contact.
- Staff will use mask or face shield and gloves when assisting the child to use the toilet, when changing diapers, or other tasks that involve bodily fluids.
- Visitors (excluding ESFP staff) will not be allowed in the building during occasional care hours.

**Pick-up Procedures**

- Staff will ready the child and observe social distancing when parents come to the door.
- In the event that a child falls ill during the session, that occasional care staff will retreat with the child to a separate space and parents will be contacted to immediately come and pick up their child(ren). Office staff will be on hand to assist as necessary.
- In the event that the occasional care staff presents with any symptoms during the session – parents will be contacted to immediately come and pick up their child(ren).
- Note that payment by credit card is encouraged. Occasional care staff will retrieve credit card information and families will be charged every two weeks (as required). Please let staff know if you would prefer cash payment.

**Play Room Precautions**

- Health and safety guidelines are in place for all staff and cleaning personnel.
- One additional staff member will be on hand (in the back offices) in the event that extra assistance is required in the front room. Social distancing and hygiene practices will be followed in all instances.
- See following page for ESFP’s Occasional Care Screening Questions.
- Below are basic hand hygiene practices that will be observed in our centre:

<i>Children should perform hand hygiene:</i>	<i>Staff should perform hand hygiene:</i>
<input type="checkbox"/> When they arrive at the child care centre and before they go home <input type="checkbox"/> Before and after eating and drinking <input type="checkbox"/> After a diaper change <input type="checkbox"/> After using the toilet <input type="checkbox"/> After playing outside <input type="checkbox"/> After handling pets and animals <input type="checkbox"/> After sneezing or coughing <input type="checkbox"/> Whenever hands are visibly dirty	<input type="checkbox"/> When they arrive at the child care centre and before they go home <input type="checkbox"/> Before and after handling food (raw, cooked or pre-packaged), preparing bottles or feeding children <input type="checkbox"/> Before and after giving or applying medication or ointment to a child or self <input type="checkbox"/> After changing diapers <input type="checkbox"/> After assisting a child to use the toilet <input type="checkbox"/> After using the toilet <input type="checkbox"/> After contact with body fluids (e.g., runny noses, spit, vomit, blood) <input type="checkbox"/> After cleaning tasks <input type="checkbox"/> After removing gloves <input type="checkbox"/> After handling garbage <input type="checkbox"/> Whenever hands are visibly dirty

Eastside Family Place Indoor Programs  
**OCCASIONAL CARE HEALTH CHECK**



**Health Guidelines**

ESFP has developed policies/protocols that are in line with both Provincial guidelines and in compliance with Vancouver Coastal Health.

**For the health and safety of all, you should not participate in this program if you, your child, or any member of your household is showing the following symptoms:**

Fever	Stuffy or runny nose	Fatigue
Chills	Loss of sense of smell	Loss of Appetite
Cough	Headache	Sore throat
Muscle aches	Shortness of breath	Painful swallowing

We also ask that you do not participate if you, your child, or any member of your household has travelled out of the country in the last 14 days or have been directed by Public Health to self-isolate.

**By registering and participating in our occasional care program, you are accepting ESFP's terms and conditions. This verbal confirmation of health is required for participation. Please note that management/staff may refuse service if there is any uncertainty of health status.**

Sincerely

Eastside Family Place Management  
If you have any questions,  
Please call ESFP at 604-255-9841

