

# Covid –19 Safety Protocols

## Drop off:

Prior to arrival at the preschool, parents will screen both themselves and their child using the MLHU Covid-19 School and Childcare Screening tool found on the MLHU website. They will advise staff upon arrival that they have completed the assessment.

Non-medical face coverings are required at drop off and pickup

Parents will bring children to main entrance (top of stairs) where a teacher will meet you at the stairs to bring your child down to the cubby room and then to the classroom

**PARENTS WILL NOT BE PERMITTED TO ENTER THE FACILITY PAST THE SCREENING STATION**

Teachers will also screen themselves daily prior to attending. If they are exhibiting symptoms, parents will be notified by email by 7:30am

If you or your child do not pass screening as per MLHU Screening Tool, your child will not be permitted to attend preschool. Child will be permitted to return when either a negative covid test is presented or symptoms disappear

## During class:

Each group (M/W AM, M/W PM, T/T/F) will each have their own toys and supplies. These will be put into bins at the end of each class and sanitized with bleach. This includes both indoor and outdoor equipment

Surfaces will be cleaned regularly and sanitized between classes using a bleach and water solution. In the event of a suspected case, all surfaces will be subject to an enhanced cleaning procedure before anyone else will be permitted to enter

Teachers and visitors will wear medical masks and eye protection during class as well as gloves and masks when changing diapers and helping with toileting. Exceptions will be considered on an individual basis and recorded in the Covid-19 binder located in the filing cabinet in the kitchen

While we cannot guarantee social distancing, all efforts will be made to encourage children to play in separate areas or 6 feet apart if playing together. Children will not be required to wear masks

No persons other than teachers or registered students will be permitted onto the premises. In the event that the ministry of education or the health unit comes for an inspection, they will be required to be in full PPE as per their guidelines. Any other visitors (maintenance, etc) will also be required to wear a mask and face covering. We will also keep a timed record of all visitors, including their contact information, in the teachers attendance records. This information is kept at the school for 7 years

If a child starts to display symptoms during class, they will be immediately isolated from the rest of the class and parent will be called to pickup immediately. Child will be permitted to return when either a negative covid test is presented or symptoms disappear

Pickup

If class is outside, you will be able to pickup as normal from the playground. Please do not enter the playground, and wait for the teacher to release your child. Be sure to maintain social distancing from other parents picking up as well as wear a non-medical face covering

If class is inside the school, please wait outside. A teacher will meet you at the door with your child

In order to maintain the safety of our staff and students, all meetings will be done virtually. In the event that an in person meeting is required, this will occur outside of normal hours to ensure minimal risk exposure

In the event of a positive Covid-19 case or outbreak within the preschool, we will file a Serious Occurrence Report with the Ministry of Education, which will be also be posted in a conspicuous location at the preschool. We will also inform the Middlesex-London Health unit and provide any materials (e.g., daily attendance records) to public health officials to support case management and contact tracing and other activities in accordance with all applicable legislation, including the *Municipal Freedom of Information and Protection of Privacy Act*.

Public health officials will determine any additional steps required, including but not limited to how to monitor for other possible infected staff/providers and children and the declaration of an outbreak and closure of rooms and/or entire child care settings

Parents will be notified via email if they or their child has been in close contact with a suspected or positive case or in the event of an outbreak within the preschool. As previously stated, all children, staff, and visitors to the preschool are recorded for contact tracing purposes.

Child's name: \_\_\_\_\_ Date: \_\_\_\_\_

Parents name: \_\_\_\_\_ Signature: \_\_\_\_\_