

To maintain the safe care of children, families and community members, Brite Beginnings will continue to be in compliance with the Early Learning and Child Care Act, maintain the regular Health and Safety Guidelines for Child Care Facilities from Alberta Health Services and implement the Stage 3 Guidance for Childcare Care from Alberta Health.

The following outlines, in detail, the public health measures for childcare centres and the procedures necessary to implement them successfully. These guidelines are fluid and can change at any time and will be in effect until further direction from Alberta Health.

Groups – Classrooms, Outdoor Play and Management and Support Staff

The Little Buds will be cared for by Radha during early morning drop off and Parul and Sneha. They will have use of the strollers for walks in the neighborhood and will continue to use the grass area as their outdoor play space. They will be considered part of the Little Rascals and Busy Bees Group. On occasion they will have the opportunity to visit the toddler outdoor play space and the Little Rascals classroom.

The Little Rascals will be cared for by Manpreet and Paramjit and will group with the Busy Bees during early morning drop off and late evening pick up. The Little Rascals will share the toddler outdoor play space with the Busy Bees and on occasion have visitors from the Little Buds.

The Busy Bees will be cared for by Huma, Harsev and Shelley and will group with the Little Rascals during early morning drop off and late evening pick up. The Busy Bees will share the toddler outdoor play space with the Little Rascals and on occasion have visitors from the Little Buds in the toddler outdoor play space.

The Munchkins will be cared for by Soniya and Jemo and will group with the Rug Rats during early morning drop off and late evening pick up. The Munchkins will share the outdoor preschool play space with the Rug Rats and Cool Kids.

The Rug Rats will be with Rakesh and Maya and will be a group with the Munchkins during early morning drop off and late evening pick up. The Rug Rats will share the outdoor preschool play space with the Munchkins and Cool Kids and on occasion visit the Cool Kids classroom.

The Cool Kids will be with Peggy, Navnit, and Harpreet. The Cool Kids will use the outdoor preschool play space with the Munchkins and Rugrats and on occasion have visitors from the Rugrats in the classroom.

Management and Support Staff: Anjali and Sneha offer care to children who require additional supports in the Busy Bee and Cool Kids classrooms. Belinda covers vacation time for all Educators and Isabel and Susan will continue to oversee the day to day operation of the center with Paige's assistance on days she is not covering time off for Educators.

Active Symptom Screening

Educators, parents, and children must not enter the centre if they are feeling unwell and/or have COVID-19 symptoms. Before leaving home, Educators should self-screen and children be screened by a Parent/Guardian for wellness and symptoms each day they are at the centre.

A copy of the Child Alberta Health Daily Checklist and/or Adult Alberta Health Daily Checklist screening questionnaire will be given to each family upon registration and Educator upon employment with the expectation that it should be completed on a daily basis.

Every morning an Educator will ask the Parent/Guardian to attest that the child is feeling well. Only if they are feeling well and have no visible signs of illness may they proceed into the classroom.

If you have answered yes to any of the questions on the Child Alberta health Daily Checklist, please do not send your child to the centre and refer to [to 8-1-1](tel:811) (Health Link 811 for further assistance.

During Drop Off and Pick Up – General Information

- The use of a mask by parents and Educators will be decided by the individual based on their personal assessment of risk to contracting COVID. It is strongly encouraged that for those who are not fully vaccinated to continue to wear a mask to protect all our children who are not eligible to be vaccinated. If masks are worn, Alberta Health mask guidance should be followed and can be found at www.alberta.ca/masks
- Each family will have a scheduled drop off and pick up time that does not exceed more than 9.5 hours of care per day. This will be noted on the Sign In/Out documents to reduce congestion to the greatest extent possible.
- To support social distancing and your child's group, make sure your child(ren) is close to you at all times when walking to and from the parking lot or your home. Please use only our designate parking or street parking during drop off and pick up time.

Drop Off/Pick Up Procedure (Leave extra time)

- Families are to proceed to their child's classroom using their designated entrance. Once inside immediately use the hand sanitizer for both you and your child(ren). You will be met at the entrance by an Educator where you will be asked to attest that your child(ren) is feeling well. Using the Sandbox Software, you or the Educator will sign your child in and then you can proceed to your child's locker to get ready for the day.
- If dropping off two children in separate classrooms, drop off the youngest first while the oldest can wait inside the classroom door until he/she can be taken to their classroom.
- For the Busy Bee and Little Buds Classroom, you must use the emergency exit by entering through the "North Playground". The Munchkins must enter through their emergency exit by the small shed close to the parking lot. The Little Rascals and Cool Kids must enter through the front entrance door and Rug Rats must enter through the entrance doors to the second floor.
- Say a quick goodbye to minimize the time spent within the classroom. And where possible, physical distancing practices should occur. Maintaining appropriate distance will limit the number of close contacts requires to quarantine in the event of a COVID 19 positive case.

Pick Up Procedure

- Families are to proceed to their child(ren) classroom using their designate entrance where the sanitizer is located for their immediate use before entering the classroom. Using the Sandbox Software you or the Educator will sign your child out. If your child (ren) is outside you can gather their belongings and proceed to their designated playground. Munchkins and Rug Rats will have their belongings with them. We ask that you refrain from entering other classrooms while you make your way to the playground.
- If picking up two children, pick up the oldest first, then he/she can wait inside the youngest child's classroom until he/she is ready, and everyone can leave together.
- If needing to talk to an Educator, the Sandbox Parent App and Portal is a great way to communicate with the Educators and helps minimize the time spent within the classroom.

Sick while in Care

If a child becomes ill while at the centre they will be removed from the classroom and brought to the office to rest. The Director supervising the child will wear a mask during all interactions. Parents will be notified and must pick up their child immediately. Parents are advised to call Health Link 811 for further direction and determine if the child should be tested for COVID 19. Once the child is in the care of a family member, all items used by the child within the 48 hours prior to the onset of their illness and while isolated will be cleaned and disinfected immediately.

The "Health and Safety Guidelines for Child Care Facilities" are regulations that we adhere to during the regular day to day operations of the centre. All our current health and safety policies are developed according to these guidelines and followed by the Educators. There are certain guidelines that will be done more often to reduce transmission of Covid-19 and communicable infections.

Regular Health Measures Done More Often

- Each classroom has its own toys and equipment and does not share outside of their own group. All learning centres are open, including sand, water, sensory and loose parts play. Educators have limited the toys on the shelf and will continuously rotate toys to ensure a rich variety of play materials are available to the children throughout the day. This will allow them to monitor the use of toys and give the extra time needed to thoroughly clean and disinfect the toys that are used more often.
- During naptime, the children's beds will be placed at least 2 feet apart with the children sleeping "head to foot" if there is no barrier between beds. Doing this will prevent children breathing into each other's face.

Handwashing

Handwashing will be done frequently with soap and water for at least 20 seconds. This will be monitored closely by the Educators to ensure proper handwashing procedures by the children are followed. Educators will role model and sing songs through the handwashing process to complete the 20 second timed guideline. There are no changes to when we need to wash our hands, there will be more attention paid to ensure that these are done consistently throughout the day to ensure vigilant practice by both Educators and children.

- Upon arrival at the centre and before going home
- After going to the washroom
- After a diaper change (both children and Educator)
- Before preparing food (Educators)
- Before and after eating
- After getting hands dirty
- After wiping nose or handling dirty tissues
- After blowing nose
- After cleaning tasks (Educators)

Meals and Snack

Parents are required to provide a lunch and two snacks, and we ask that the children have breakfast at home. All surfaces such as countertops and tables are cleaned and disinfected thoroughly before and after mealtimes. The children have their own placemat which helps eliminate the possibility of cross-contamination of food items brought from home. Each classroom has a microwave if food needs to be heated and ice packs should be used to keep food cool.

Both the snacks and lunch will be provided at a set time and an Educator to help with meals. The morning snack will start once the second Educator has arrived; Lunch at 11:15 am and the afternoon snack at 2:30pm.

Clean and Disinfect

There is a janitorial service that comes after hours and cleans and disinfects the bathrooms, vacuums carpets, and sweeps and mops floors daily. As part of their regular responsibilities Educators are to clean the bathrooms mid-day and floors and carpets as needed. Educators also clean and disinfect tabletops, counter tops, chairs, and all other regularly used equipment in the classroom throughout the day.

High touch surfaces such as tabletops, door handles, gate latches, handrails, toilet flusher and paper towel dispensers, will be cleaned and disinfected frequently and when visibly soiled.

There are permanent toy cleaning and disinfecting stations in all classrooms. This will allow for immediate cleaning of toys that have gone into the mouth or in contact with saliva or other body fluids. All other toys will be cleaned and disinfected when visibly soiled and/ or frequently used, including outdoor toys.

Visitors

To support public health contact tracing efforts in the event that there is a confirmed case of Covid-19 within the centre, a record of names and contact information for all visitors will be required and kept in our Visitor Log Book.

Physical Distancing

We know that children are naturally drawn to their peers and that caring for young children does not always allow for a 2-metre separation, however it is still recommended this distance is maintained among adults. We have adjusted the physical environments within our classrooms and outdoor play areas to naturally encourage physical distancing. We use positive language and redirection consistently to help spread children out in play where they have naturally congregated.

Some of the things we have done within the classroom is to remove all permanent carpets and add smaller tables to create additional play centres for individual or small group interactions. These areas have visual cues to help understand the number of children that can be at one centre and in turn encourage children's play to spread across the room. We have also adjusted our routines to minimize group transitions and assigned each classroom their own entrance and exit to avoid congestion and contact between groups.

It is important to understand that our physical distancing strategies have been implemented to minimize close contact when possible, but not altogether. We recognize that it is necessary for physical interactions to support children who may be hurt or upset or just in need of a hug. We will not eliminate those moments and continue to look out for the emotional health and well-being of all children and nurture them accordingly.

Childcare Fees During a Closure

If the centre is operating and your child cannot attend due to an illness, there will be no credit given for days absent. If you choose to withdraw your child from care, one month's written notice must be given to a Director or one-month childcare fee in lieu of notice is required if your child is withdrawn from the centre immediately.

If your child's classroom is ordered to close by Alberta Health due to a confirmed case of COVID – 19, there will be no credit given for the days mandated to close.

If an emergency order requires us to close the centre, the remainder of your unused childcare fee will remain as a credit on your account until the order is lifted. If you choose not to have your child(ren) return to care immediately, you may request a temporary leave of absence for up to three months. Refunds will not be provided.