

COVID-19 Policies and Procedures for Children Attending School and West Ridge Childcare Centre

For those children who will be attending school and West Ridge Childcare Centre all Policies and Procedures still apply.

When dropping off and picking up your children please allow for extra time as new protocols are in place to keep all staff, children, and parents healthy. As much as possible, please have the same person dropping off and picking up your children.

Any family and/or child displaying any of the following symptoms will not be allowed to attend the Centre:

1. Fever Above 38°C / 100.4°F,
2. Cough,
3. Chills,
4. Sore Throat,
5. Muscle Aches,
6. Lifelessness and,
7. Shortness of Breath

If any symptoms arise throughout the day you will be contacted and will have to pick up your child immediately. **NO EXCEPTIONS.**

To minimize contamination, we will no longer be allowing any outside food in the Centre. Please have your children eat breakfast at home. Morning snack is provided at 9:00 (reminder it is a snack not a meal). Until further notice children will no longer self serve their food at snack and lunch times. Staff will keep the food on the counter and serve the children. The children will no longer be using their individual water bottles. Staff will serve water from a jug and one time use of a cup throughout the day as children request a drink.

DROP OFF & PICK UP PROCEDURE AND POLICY

Non-essential visitors to facilities are not permitted at this time. Parents or guardians, essential services, and persons supporting a child in care (e.g. referring professionals, inspectors, etc.) are permitted if they are symptom free and wearing a mask.

Drop off Procedure

Please allow for extra time when dropping off your child(ren) as new protocols are in place to keep you and your family, other families, and staff at WRCC safe and healthy! We thank you for your patience and understanding during this time.

1. Wait in parking lot.
2. Phone Centre 306 – 382 – 3223. If busy, try again in a couple of minutes. Reminder, we are not open before 7:30am.
3. The staff will then take your child's temperature. If your child is fever free your child will be permitted to attend daycare.
4. The staff will then bring your child to their room.
5. The room staff will sign in your child.
6. They will take your child to their cubby and put away items to be left at daycare. (Please keep your children's items to a minimum. (For example, no toys from home.)
7. Then have your child wash their hands before engaging in any activities.

Pick Up Procedure

Please allow for extra time when picking up your child(ren) as new protocols are in place to keep you and your family, other families, and staff at WRCC safe and healthy! We thank you for your patience and understanding during this time.

There are two options to pick-up your child from WRCC.

Option 1.

Walk around to the play yard and see if children are outside. If they are the staff will open the gate for your child to exit to meet you and a staff will sign your child out. If they are not outside, please proceed to option 2.

Option 2.

1. Phone Centre 306 – 382 – 3223. If busy, try again in a couple of minutes. Reminder, we are closed at 5:30pm.
2. A staff will open the door for you to come in the Centre. Pick-up person must be wearing a mask and sanitize their hands immediately. **(Only one person will be permitted in the Centre to pick-up)**
3. Pick-up person must go directly to the staff in the room to inform them that they are here to pick-up.
4. Pick-up person will immediately gather their child(ren) get the child(ren)'s belongings from their cubby and exit the building. **(Making sure in the process to touch as little as possible in the Centre and limiting the amount of time in the building)**

School Age Bus Policy COVID -19

Drop-off to School Bus - A staff will take the children to the bus and wait with the child(ren) until they are on the bus. Children will be required to follow all Policies and Procedures set out by the bus companies.

Pick-up from School Bus – A staff will greet the child(ren) at the bus and walk them to the Centre. Once at the Centre, the child(ren) will be required to put on a mask and wash their hands before joining the rest of the children in the Centre.

We understand that life is hectic, children are not always cooperative, and all these new procedures takes more time and added stress to parents. However, these procedures are in place to keep everyone as healthy and safe as possible. **There will be no exceptions to our drop off and pick up procedures all previous policies are still in place in addition to the new COVID-19 protocols.** Any individuals who are not following the drop off and pick up procedures will not be permitted to leave their child(ren) at the Centre. We take the health and safety off all who enter our Centre very seriously. Please be mindful that our staff are putting themselves and their families at risk to care for your children and by following our procedures will allow for our Centre to stay open and continue caring for your children. If you have any questions, please ask Ro or Chelsea.

We thank you for your understanding and cooperation.

West Ridge Childcare Centre Board of Directors, Management, and Staff.

This COVID-19 Policy and Procedure is in effect as of September 1st, 2020.