



La Salle Kidz Inc.
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COVID-19 Site Plan and Procedures PR247 Site Revised November 2021

La Salle Kidz Inc. Daycare Centre is committed to providing a safe and healthy learning environment for the children and families of our community. We are currently operating under a Temporary COVID-19 License, and the following Pandemic Policies and Procedures will be followed until further notice:

Hours of Operation:

La Salle Kidz Inc. PR247 site will be operating at reduced hours in order to accommodate staff scheduling and enhanced daily cleaning and sanitizing.

Hours of Operating will be 7:00am-5:30pm until further notice. Late pick-up fees apply at \$2.00 per child, per minute after 5:30pm, according to the Centre's clock.

Cohorts:

Cohort #1: Infant Room (maximum licensed spaces is 12)

Cohort #2: Preschool 1 and Preschool 2 (maximum licensed spaces between the two preschool programs is 48)

Regular staff will not be shared between cohorts, only members of the management team can float between cohorts, due to the nature of their positions.

Pick up and Drop Off/Screening (COHORTS #1 & 2):

ALL PARENTS/GUARDIANS MUST WEAR MASKS AT DROP OFF AND PICK UP TIMES.

Drop offs: Main Entrance (Curling Club Doors), turn right towards the Centre

-Please ring the buzzer next to the Centre's front door to be let in

-Once the staff open the door, parents will bring their child into their program room.

***ONLY ONE PARENT PER PROGRAM WILL BE PERMITTED IN THE PROGRAM ROOM AT A TIME**

-Staff will confirm with the parent that they have filled out the Online Risk Assessment on Fastoche by checking the app on the Program Tablets.

***If the Risk Assessment has not been filled out online prior to drop-off, parents will be required to fill it out online (on their own personal device) before leaving OR fill**



out a Risk Assessment Form at the Centre, then update their child's online form after drop off that day.

***IF THE CHILD OR ANYONE IN THE HOUSEHOLD SCREENS POSITIVE FOR ANY OF THE SYMPTOMS LISTED IN SECTION A, THEY ARE CONSIDERED SYMPTOMATIC AND CANNOT BE AT THE CENTRE.**

***IF THE CHILD OR ANYONE IN THE HOUSEHOLD SCREENS POSITIVE FOR 2 OR MORE OF THE SYMPTOMS LISTED IN SECTION B, THEY ARE CONSIDERED SYMPTOMATIC AND CANNOT BE AT THE CENTRE.**

Parents whose children are considered symptomatic will be encouraged to call HealthLinks for more information on what the next steps should be before returning to group care.

Pick ups: Main Entrance (Curling Club Doors)

-Please ring the buzzer next to the door to be let in

-Once the staff open the door, parents will bring their child into their program room.

***ONLY ONE PARENT PER PROGRAM WILL BE PERMITTED IN THE PROGRAM ROOM AT A TIME**

-Notes/reminders/communication about the child's day can be found in the child's lunch bag. If extended conversations with staff or the director are required, please call the Centre at 204-736-2520 during regular operating hours (7:00-5:30), or send an email to lasallekidz@gmail.com

-If someone is picking up their child, other parents will wait in the vestibule or outside the Centre, maintaining a safe distance between one another until it is their turn to pick up their child (please do not crowd at the door).

All Staff:

-Staff will be required to fill out the same Online Risk Assessment through Fastoche

-Staff have received training on proper donning and removal of PPE (all staff wear medical-grade masks)

-Staff must be fully vaccinated or undergo regular COVID-19 testing (up to three times each week) in order to work closely with children

-Staff have been provided with information on health and safety procedures, including proper handwashing techniques, cough/sneeze etiquette, and physical distancing recommendations

-Staff will be doing enhanced cleaning and sanitizing throughout the day



Notification of Absence:

- If your child will be absent for the day, please contact the Centre by phone at 204-736-2520 or email at lasallekidz@gmail.com before 9:00am.
- If your child is away due to illness, please speak directly with a staff member, or provide details via email about the nature of the illness or symptoms.
- The Director or Supervisor will follow up if required

Lunches and Snacks:

- We will not be providing snacks or lunch until further notice
- Parents will be responsible for sending 2 snacks (morning and afternoon) and a lunch.
- We will not be providing milk at this time
- Please label all of your child's items
- Please send an ice pack in your child's lunch to keep their food cool. Lunch kits will be stored in children's lockers

If a Child Falls Ill at the Centre:

If your child experiences any of the COVID-19 symptoms listed in Section A of the Risk Assessment, or 2 or more of the symptoms listed in Section B of the Risk Assessment, parents/guardians will be contacted immediately

- Parents will be expected to pick up their child, or arrange for an alternate pick up, within 1 hour of being contacted.
- If necessary, the following steps will take place:
 - The child will be isolated in a separate room or the office, away from other children in their Cohort
 - The staff member attending to the child will wear proper PPE, including a mask, face shield, and gloves.
 - If tolerated, the child will be given a child-sized disposable mask to wear until they are picked-up
 - While waiting to be picked up, the child will be cared for by a staff member and only permitted to touch toys that can easily be cleaned (like plastic toys that can run through the industrial sanitizer for example).
 - The child's items will be bagged and sent home to be washed (blankets, toys, bedding, etc.)
 - After the child has been picked up, the staff member will sanitize the toys and surfaces touched by the child, along with any other areas of the isolation area that need to be disinfected



- Staff will remove PPE (as per public health guidelines) and wash their hands thoroughly, prior to returning to the group.

DUE TO THE NATURE OF OUR OPERATIONS AS IT RELATES TO THIS PANDEMIC, EXCLUSION AND LIMITED EXPOSURE TO OTHER CHILDREN AND STAFF IS VERY IMPORTANT IN PREVENTING THE SPREAD OF ILLNESS WITHIN THE CENTRE.

***IF YOUR CHILD HAS BEEN SENT HOME FROM THE CENTRE AND ARE CONSIDERED SYMPTOMATIC, THEY WILL BE UNABLE TO RETURN UNTIL THEY HAVE GOTTEN NEGATIVE COVID-19 TEST RESULTS, OR HAVE ISOLATED FOR 10 DAYS AFTER THE ONSET OF SYMPTOMS, AND ARE SYMPTOM FREE UPON RETURN. PHYSICIAN NOTES MAY BE ACCEPTED ON A CASE-BY-CASE BASIS BUT WILL NOT BE ACCEPTED UNTIL THE CHILD HAS GOTTEN A NEGATIVE COVID-19 TEST RESULT FOLLOWING ANY NEW ONSET OF SYMPTOMS.**

Requirements for Returning to ELCC Licensed Facilities, as of September 28, 2020:

- Test result is negative = can return 24 hours after symptoms resolve
- No test = isolation period of 10 days and symptoms resolved before returning to ELCC facility
- Test result is positive = Public Health will be in contact to provide advice. Public Health typically follows up with contacts of cases within 24 to 48 hours.

Physical Distancing, Healthy Practices, and Mask Use:

Physical distancing is a difficult concept to understand for young children, however, we will do the best to practice the following:

- Limiting the number of people in the building (no INDOOR visitors at this time)
- Physical distancing of staff members when possible
- Increased outdoor play time
- Staff will arrange the space to allow for more separation among children
- Staff will have regular discussions with children about the importance of physical distancing as well as proper coughing/sneezing etiquette and proper hand-washing
- When staffing allows, we will maintain smaller ratios within our programs
- ALL STAFF, PARENTS, AND KINDERGARTEN CHILDREN WILL BE REQUIRED TO WEAR MASKS AT ALL TIMES (except when eating and drinking, and while the kindergarten children are playing outside)