

This manual is to be used in conjunction with the GCCS Family Communication Package.



**Out of School Care
Communication Package
Returning to School during Stage Two of
Alberta's Relaunch Plan**

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On March 15, 2020, the Albertan Government decided to close all schools and child care centres to protect the province against COVID-19. Thanks to the efforts of Albertans, Alberta Health Services, and essential health care workers, the conditions surrounding COVID-19 in Alberta is improving and we have moved to Stage 2 in the relaunch plan. On July 22, 2020 schools were also announced to open at near normal conditions.

The details surrounding the changes to our program are within this document and must be signed off on that our members have read and understand the new changes.

With a team of capable and resilient Early Childhood Educators, Glenora Childcare Society will uphold our commitment to quality child care and supporting our youngest citizens throughout the changes and additional procedures and policies.

We advise families to speak to their employers about our regulations prior to starting care, so that your employers can also support you if your child needs to be picked up or cannot attend childcare due to health reasons. We thank you in supporting Glenora Child Care Society and the safety of children, families, and educators within the centre.

Together, we discover our confidence, strength, and possibilities

Enroll Today!

Contact Nicole@glenorachildcaresociety.ca

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1. Cohorts

Due to the number of children enrolled and the regulation allowing only 30 children and educators per cohort. Faith Community Church is allowing GCCS to use an additional space in the Church to support OSC in having another cohort. The main space will have 27 children and the new space will have 21.

These groups of children must be separate at all times while in the program.

2. Drop Off and Pick Up at OSC

- Prior to leaving home, please review the health questionnaire (in weekly news, posted at the centre, and included in registration package)
- Accompany your child into the basement and an educator will take your child's temperature and visually complete a health assessment looking for signs of illness
- Please ensure social distancing when possible
- Parents must wear a mask inside the church
- Hand sanitizer will be available at the entrance – please use upon entry

3. School Drop Off and Pick Up

- Each child will use hand sanitizer upon pick up at their school
- We will not be able to use the school playgrounds while waiting for children to join in the afternoon
- Educators will not be able enter the school

4. Transportation Agreement

In conjunction with our current transportation policy, we have added additional measures for children who are being picked up via our walking program. It is extremely important that parents with children within the walking program call OSC if their children do not need to be picked up in the PM. To mitigate risk and possible exposure, our educators cannot go into the office to attempt to locate a missing child.

Upon the 2nd time within 6 months of a member of the OSC team having to locate a child that did not need transportation without notice from the guardian, GCCS may suspend the transportation agreement and it will be the family's responsibility to arrange transportation to and from GCCS.

5. Mask usage

We understand that some families may ask their child to wear a mask at school and that schools are asking for masks to be sent as part of children's school supplies. Masks that are worn at school will not be allowed within the OSC space. If families would like to provide a mask for OSC, that mask will stay at OSC, stored within a labeled and sealed Ziploc bag, and will go home for washing.

If children are showing symptoms, they will be given a mask and will be placed in a designated area away from other children.

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OSC educators will not enforce mask wearing during children's time at GCCS.

Educators will wear a mask while indoors at all times, unless eating or maintaining a 2M distance from children and other adults

6. Cleaning

- OSC will clean before and after their cohort uses the OSC space using soap and water and then a bleach and water solution.
- Majority of materials will be put away or inaccessible to members of the church when our program is not operating
- High touch surfaces will be disinfected frequently throughout the day
- Before any toys or materials are newly accessible to children, the items will be cleaned

7. Handwashing

Children will wash hands:

- upon drop off
- after arriving from school
- after outside time
- Before and after eating
- After using the bathroom
- When needed

8. Outside time

- Public playground use can be used if children are washing their hands before and after playing on the playground (we will not be using the school playgrounds during school pick up and drop off times)
- OSC will also use green space during their outside time with planned activities and materials

9. Bathrooms

The boy's bathroom will be used for church members only. The girl's bathroom will turn into a boy and girls' bathroom and stalls will be divided by cohorts. The third stall will be used by staff.

- One cohort using the bathroom at a time
- One gender sent to the bathroom at a time, if possible.
- Sinks will be disinfected frequently
- The water fountain will not be used
- Staff will disinfect the staff bathroom after use

10. Side rooms

Due to the low number of children and cleaning requirements, some side rooms of the pre-existing space may be closed. We will still be exceeding space per child requirements in the one main big room.

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11. Health questionnaire

Health questionnaires are no longer required by AHS. Families are required to review the health questionnaire prior to leaving their homes. Health questionnaires are available on our website, in weekly news, posted in the centre, and in the registration package.

Please review the health questionnaire here: <https://open.alberta.ca/dataset/56c020ed-1782-4c6c-bfdd-5af36754471f/resource/6607784e-b42e-46c2-ba76-031c3b0217c5/download/covid-19-information-alberta-health-daily-checklist.pdf>

12. Food

- The kitchen will be cleaned and sanitized before and after use
- Children will not be allowed in the kitchen
- Educators will wash their hands upon entry into the kitchen and before touching anything
- Snacks for each cohort will be prepared by an educator with clean hands and wearing a mask
- Kindergarten lunch from the daycare will be put in a cooler, transported in a vehicle, and will stay in the kitchen until ready for pick up
- Educators will serve all centre provided food using utensils
- The microwave will not be available to children for reheating lunches from home

13. Children's belongings

- Each child will have their own individual hamper to put their items in
- If hooks are used, the hooks will be far enough apart to ensure that items do not touch and each child will be designated a hook or the area will be cleaned and sanitized between uses.
- Items from home and school will not be used at OSC