



2020

Wellington Home Child Care COVID-19 Guidelines for Parents/Guardians

WELLINGTON COUNTY AND GUELPH

CHILDREN'S EARLY YEARS DIVISION
COUNTY OF WELLINGTON
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Background

With the purpose of supporting the health and safety of all individuals attending a contracted home child care premise during the COVID-19 pandemic, Wellington Home Child Care is implementing enhanced precautionary measures at all contracted Home Child Care Provider premises.

To ensure appropriate preventative measures are put in place which account for the specific hazards and risks of exposure in child care settings, Home Child Care Providers must follow all guidelines, policies and procedures in this document. By the same virtue, those accessing child care services at a contracted home child care premises will also be expected to adhere to these guidelines.

These guidelines encompass additional regulatory requirements of the Ministry of Education, the Ministry of Health and Wellington Dufferin Guelph Public Health (WDGPH), and may be revised from time to time. The County may terminate a child care placement or a Home Child Care Provider's contract in the event the appropriate guidelines are not adhered to.

Infection Prevention and Control

- General guidelines for how to limit the spread of COVID-19
 - Wash your hands often with soap and water or alcohol-based sanitizer
 - Sneeze or cough into your sleeve
 - Avoid touching your eyes, nose and mouth
 - Avoid contact with people who are sick

- All Wellington Home Child Care contracted Provider programmes must follow the Wellington Home Child Care Guidelines for Home Child Care Providers during the COVID-19 Pandemic that outline enhanced processes and protocols for infection prevention and control, such as:
 - Daily Health Screens and Ongoing Monitoring
 - Practices for hygiene items
 - Enhanced sanitary practices
 - Cleaning and disinfecting surfaces and items
 - Cleaning and disinfecting blood/bodily fluid spills
 - Isolation Policy and Procedures
 - Reporting Requirements

Reinstating Child Care Spaces to Families

- Home Child Care Providers will notify parent/guardians when a spot is available for their child to return to, and provide parents 30 days to accept the spot. Only after the 30 days will the Home Child Care Provider be permitted to charge fees to hold the spot.
- Home Child Care Providers will not penalize the parent/guardian for using the whole 30 days to accept or decline the spot

Key Requirements

1. WDGPH strongly advises that those who have and/or are living with anyone with increased risk for severe COVID-19 outcomes refrain from providing or accessing child care services. There is an increased risk for severe COVID-19 outcomes for those:
 - Aged 65 and over, and/or
 - With compromised immune systems, and/or
 - With underlying medical conditions
2. No Visitors are permitted on/at the home child care setting during the time child care is taking place
3. Volunteers/students are not permitted on/at the home child care premise during the time child care is taking place.
4. The Home Child Care Provider must identify only ONE main entrance/exit for all people using the premise for child care. The WDG Public Health Unit Poster (Appendix A) must be posted prominently on the main door along with signage indicating a screening process is to be completed upon entry
5. Home Child Care Providers are responsible to secure and sustain an amount of Personal Protective Equipment (PPE) and cleaning supplies that can support their current and ongoing operations.
6. Parents may not go past the screening area.
7. One parent/guardian may accompany their child to the screening area as identified by the Home Child Care Provider. Parent/guardians must maintain physical distance of 2 metres/6 feet when accessing the screening area.
8. All adults must comply with recommendations by the WDGPH including any directions related to the use of personal protective equipment (PPE) i.e. face coverings.

9. All efforts should to be taken to ensure only enrolled children/families, and persons who regularly reside at the home child care premise enter the home during the time child care is taking place. If it cannot be avoided, the Home Child Care Provider will maintain a daily record of anyone entering the home and the approximate length of their stay (i.e. maintenance/contract worker, premise inspectors, etc). Records are to be kept on the premise.
10. Use of video and telephone interviews should be used to interact with families where possible, rather than in person
11. During play time, remain vigilant in reminding children not to touch their faces.
12. Do not incorporate loose parts/materials that cannot be easily sanitized into the programme.
13. If sensory materials are offered (i.e. sand, playdough, etc.) they should be provided for single use (i.e. available to the child for the day) and labelled with the child's name. No sharing of sensory materials/items is permitted.
14. Water play is not permitted, including sprinkler play and on-site splash pads.
15. In addition to routine cleaning, surfaces that have frequent contact with hands are to be cleaned and disinfected twice per day and when visibly dirty. Examples include doorknobs, light switches, toilet handles, counters, hand rails, touch screen surfaces and keypads.
16. If necessary, adapt food serving practices to ensure that there is no self-serve or sharing of food at meal/snack times. Children are not permitted to prepare nor provide food that will be shared with others.
17. Face cloths, towels and other soft items used to support routines must be washed daily.
18. All bedding used in a home child care Provider's premise must be washed daily.
19. Personal belongings (e.g. backpacks, clothing, etc.) should be minimized. If brought to the premises, they must be labelled and sanitized as part of the entry process.

Physical Distancing

While physical distancing is not possible in a home child care setting, every precaution and measure must be taken to reduce the spread of COVID-19 during the provision of child care. This priority will be consistent throughout all sections of this document.

Hand hygiene

- All Home Child Care Providers and children must wash their hands at the start of the day prior to entering the premise, each time they come inside from outdoors, and before leaving at the end of the day.
- Frequent hand washing must continue throughout the day especially from one activity to another and after going to the washroom, before and after eating, etc.
- Home Child Care Providers will assist children in washing their hands using soap and water and/or hand sanitizer. Refer to [Public Health Ontario's How to Wash Your Hands](#).

Daily Routines

All people participating in a contracted home child care programme need to consistently monitor their health for signs and/or symptoms of COVID-19. Children, parent/guardians, persons regularly on the premises should not attend a home child care programme if they are unwell. Similarly, Home Child Care Providers should not operate their home child care programme if they are unwell.

Before leaving home/accepting children in your home

All parents/guardians must check their child's temperature and general health, and all staff/ In Family Home providers must check their own temperatures each day before going to the home child care Provider's premise or family's home. As well, all In Provider's Home providers must check their own temperature and everyone in their household one hour before the first family is to arrive to their premise.

Children, parent/guardians, WHCC staff, Home Child Care Providers and/or person regularly on the premises must not participate in the home child care programme, even if symptoms resemble a mild cold.

Symptoms to look for include, but are not limited to: fever, cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, and a general feeling of being unwell. For more information, please see the symptoms outlined in the [COVID-19 Reference Document for Symptoms](#) on the Ministry of Health's COVID-19 website:

Note: If the person is presenting with ONLY a runny nose/sneezing or congestion, consideration **may** be given to other underlying reasons for these symptoms such as seasonal allergies and post-nasal drip.

Arrival Process and Screening for Symptoms

All individuals including children attending the home child care premise, parents/guardians, Home Child Care Providers, persons regularly on the premise and WHCC staff must be screened each day before participating/interacting in the home child care programme. Ongoing monitoring of children's health including daily temperature checks will be conducted throughout the day.

Parents/guardians must not enter the home child care premises beyond the Daily Health Screening Area.

- **Distancing Requirements:**
 - Only one adult may drop off a child at a Home Child Care Provider's premises at one time.
 - Others waiting to drop off their child must remain outside in their vehicles until the person being screened has left and the door handles (inside and outside have been disinfected).

- **Daily Health Screen Requirements:**
 - **In-Provider's Home Child Care**– Parents/guardians must answer all questions asked in the Daily Health Screen, support their child in getting their temperature taken, and cannot leave the child at the site until approved by the home child care Provider. The Provider will then take the child to the washroom to wash/sanitize their hands before removing the child's outdoor clothing. The Provider will then settle the child to a designated play area and sanitize their hands before assisting the next family.
 - **In-Family's Home Child Care**– Parents/Guardians in the home must complete the Daily Health Screening process for each child and all family members with the home child care Provider upon the home child care Provider's arrival to the home.

A record of the daily health screen will be maintained on site of the home child care premises.

Departures Process for Families/Children

- Parents/guardians should call the home child care provider in advance of picking up their child so the home child care Provider can get the child ready for pick up.
- All children must wash their hands before leaving the home child care premise.
- Parents/guardians **must remain outside the designated main entrance** until their child is brought outside by the home child care Provider and keep away from outdoor play areas.

- Only one parent can approach the home child care premise at a time, others waiting to pick up their children must remain outside or in their vehicles until the parent in the home leaves the building and is at least 2 metres away from the entrance.
- *Only if necessary*, a parent may enter into the main entrance one at a time to pick up their child. If this occurs, the Home Child Care Provider must sanitize door handles (inside and outside) after each parent/guardian leaves the home.
- Upon children arriving home, it is recommended that they wash their hands, remove clothing, wash hands again, and change into new clothing. Children's clothing worn at the centre should be washed daily.

Enhanced Health Monitoring for COVID-19

All parents/guardians, home child care providers and persons regularly on the premises must continually self-monitor and immediately report experienced symptoms or signs of COVID-19 to the home child care Provider or Wellington Home Child Care Supervisor, regardless of when the onset of symptoms or signs occur. (e.g. evenings or weekends).

In addition to Daily Health Checks upon arrival, ongoing Health Monitoring for signs and symptoms specific to COVID-19 must be performed at all times.

Discretion will be used based on each child's health history and severity of symptoms. If the child is presenting ONLY a runny nose/sneezing or congestion, consideration may be given to other underlying reasons for these symptoms such as seasonal allergies and post-nasal drip.

Home Child Care Providers will take children's temperatures every 4 hours, using discretion on the child's activity level. (e.g. sleeping, running). If the child has a mild fever ONLY, they will be moved into isolation, provided with quiet activities and their temperature will be taken again in 30 minutes, before parents are called to pick them up.

All parents/guardians and Home Child Care Providers must immediately report symptoms or signs of COVID-19 to the Wellington Home Child Care supervisor regardless of when the onset of symptoms or signs occur. (e.g. evenings or weekends)

Suspected Cases of COVID-19

If a child becomes sick while in the programme, they will be isolated and the parent/guardian will be contacted for their immediate pick-up. Public health will be notified, and their advice followed. For information on local Assessment Centres, please visit the [Assessment Centre website](#)

Children – While in Attendance

- Any child exhibiting a symptom associated with COVID-19 must be immediately separated from others in a supervised isolated area to continue assessment of suspected symptoms in order to determine further action and/or until they are picked up.
 - **In-Provider's Home Child Care** - The child will be separated by a minimum of 2 metres from the other children in attendance. If a 2-metre distance cannot be maintained from the ill child, advice from WDG Public Health will be necessary to prevent/limit virus transmission to others
 - **In-Family's Home Child Care** - The child will be isolated in one room or a minimum of 2 metres from their siblings. If a 2-metre distance cannot be maintained from the ill child, advice from WDG Public Health will be necessary to prevent/limit virus transmission to others.

- While in isolation:
 - The child with suspected COVID-19 will wear a surgical/procedural mask (if tolerated and above the age of 2)
 - Tissues will be provided to the child for proper respiratory etiquette, with proper disposal of the tissue and proper hand hygiene.
 - All items used by the sick child will be cleaned and disinfected. All items that cannot be cleaned (paper, books, cardboard puzzle) will be removed and stored in a sealed container for a minimum of 7 days.
 - Environmental cleaning of the space where the child was separated will be conducted immediately after the child has been picked up. It will also be conducted where the child spent his/her time at the home child care premises.

- The parent/guardian will be notified and must immediately pick up their child or in the case of In Family Home Child Care, the parent/guardians will be contacted and advised to immediately return home.

- Public health will be notified, and their advice followed which may include the direction that the child be tested for COVID-19. For information on local Assessment Centres, please visit the [Assessment Centre website](#)

- Re-entry to the home child care premises may occur once approved by the home child care agency with the following considerations:
 - a copy of the negative result and symptom free for 24 hours
 - if not tested, absence of a minimum of 14 days from the onset of symptoms and symptom-free for 24 hours
 - if test is negative but still displaying symptoms, they should still be excluded from the home child care premise as per [Childhood Illnesses Reference Guide for Schools and Child Care Centres](#) as they may have some other infectious disease.

Children/Parents/Staff – While not in Attendance

- The Wellington Home Child Care Supervisor must be immediately notified of anyone who is accessing or providing home child care if they begin to experience symptoms of COVID-19.
- The person with the suspected case of COVID-19 must contact a COVID-19 Assessment Centre PHI.intake@wdgpublichealth.ca Or 1.800.265.7293 and inform the assessment centre that they are providing licensed home child care.
- The person must refrain from attending the home child care premise until a copy of the negative result is provided to the Home Child Care Provider/Wellington Home Child Care OR a minimum of 14 days from the onset of the symptoms AND is symptom-free for 24 hours.
- Children may not attend the Home Child Care premises if anyone in their household is displaying symptoms of COVID-19 or has been diagnosed with COVID-19 and are in self-isolation.
- The Wellington Home Child Care Supervisor will notify those who may have been in contact with the person exhibiting symptoms of COVID-19 of the report and remind them to continue to self-monitor.

Confirmed Cases of COVID-19

Public Health will notify Wellington Home Child Care/the Home Child Care Provider of any confirmed positive cases and will follow up with any close contacts to the confirmed case. An individual risk assessment of the home child care provider, and other children would be considered based on the duration and the nature of the exposure, the cases' symptoms and whether or not personal protective equipment was used. Prolonged exposure can be defined as lasting more than 15 minutes.

The Wellington Home Child Care Supervisor and the Home Child Care Provider must explicitly follow all direction of Public Health and complete all reporting requirements noted in Suspected Cases of COVID-19. Additionally, all suspected and confirmed cases of COVID-19 are reportable to the Ministry of Education as a Serious Occurrence.

Testing Requirements

Please refer to the provincial testing guidance [Provincial Testing Guidelines](#) for updated information regarding the requirement for routine testing in a child care setting.

Notes: