

Cowichan Lake Recreation Parks Program Parent Guidelines & Information Sheet

Reminders:

- In order to minimize physical contact between children and staff and encourage physical distancing, it is imperative that your child is responsible enough to strictly adhere to these guidelines in order to attend. We ask that parents discuss these guidelines with their child prior to attending to help them understand what COVID is and why following these guidelines is so important.
- If we feel a child is unable to follow direction and meet the guidelines we have set out, staff are asked to send the child home to ensure the health and safety of all staff and other attendees.

Drop off/Pick Up Procedure

To minimize the exposure to both staff and children, the drop off and pick up procedures will be adapted during COVID-19. Parents will need to ensure they are maintaining 2-metre distance for physical distancing; staff to attempt to keep same physical distancing with child if possible.

- Parents are asked to screen the child/family members on a daily basis prior to attending the park
- Staff will then conduct a visual health screening of the participants (including parents attending) upon arrival
- If the staff member feels anyone may be suffering from the listed symptoms provided in the health screening section, please follow instructions outlined in that section
- Parents/Child will verbally sign in/out to the staff member
- Staff will then physically sign the child in/out each day
- Child will then proceed to hand washing station to wash their hands (staff member to supervise ensuring handwashing procedure completed)
- The parent/guardian who drops off your child must complete the **Parks Registration Form and Informed Consent Form in its entirety for the first time only.**
- Your child must be signed in and out by the Park Leaders each day to avoid the use of share pens”.

Screening

Parents/guardians will be asked to conduct a health screening of their child/family members prior to attending, using the criteria below. Staff will be asked to communicate with parent or child about why they can't stay at the park if any person including the child of a parent/guardian is visually suffering from any of the following:

- Showing signs or symptoms of respiratory infection, such as cough, shortness of breath, or sore throat.
- Experiencing any flu like symptoms
- Mention they have travelled outside of Canada within the last 14 days

Other:

- Personal belongings should be limited to essential items and no toys from home
- **Parents/guardians must be readily available by phone in case of an emergency during the entire time your child is at the park.**
- **If a child becomes sick while attending the program:** Staff will move the symptomatic child into an isolated area and provide supervision; staff member must remain with the child at all times
- **Staff will contact parent to pick up child immediately**
- Staff will move other children to a clean area (field/playground)
- Staff to conduct a thorough cleaning of the spaces where the symptomatic child was and those items/areas should be avoided until cleaning has been completed

Preschool Program

- Parents are responsible for their own child's safety and distance
- Encourage parents to assist, having half of them playing on the playground structure, supervised by their parent
- Staff will have the other half of participants at the craft table
- Parents will step back from the picnic table and physically distance while the staff member assists with the craft
- If a child would like to have a snack, have them eat on the grass or ensure physical distancing while at the table (only if no other activity is taking place at the table). Disinfect table following use
- Games – play games with children where parents step back and physically distance. Games can be conducted by staff member as one group.

School-Age Program

- New Children – review expectations while attending
- School age children must be responsible enough to follow new safety protocols
- Typically, there will be two staff present for this age group
- Staff to split into two groups to reduce group sizing
- Children should be encouraged to rotate through activities with half doing a craft and the other half participating in a game or utilizing the playground structure
- If parents stay on site, they will be asked to maintain physical distancing from staff and other adults
- If a child would like to have a snack, have them eat on the grass or ensure physical distancing while at the table (only if no other activity is taking place at the table). Disinfect table following use
- The Parks Leaders cannot take responsibility for any child who is not officially signed into the program.
- The Parks Leaders is there to facilitate crafts and games, not to provide continuous supervision or babysitting services.
- The Parks Program is **not** a formal daycare program.
- If you do not regularly allow your child to play at the park on his/her own, we request that you stay at the park to supervise your child.
- If a child is being disruptive to the group, a parent will be called to come to the park and be asked to accompany the child during the program. If the disruption continues, the child may be asked to leave the program.
- For the 3-5 year olds, we can accommodate a maximum of 10 children with parents; for 6-12 year olds, we can accommodate a maximum of 20 children per day on a first come, first serve basis.

To ensure staff assistance is not required, we ask parents to assist in the following manner:

- Sunscreen their child prior to drop off
- Provide a sun shirt and hat for those that may burn easily
- Encourage children to wear a hat
- Please provide your child with the following items to make their time with us most enjoyable: their own water bottle with name on it, hat, layered weather appropriate clothing, and footwear, and snacks
- Please note that if there is a play ground at the parks program location, children may use this equipment but the equipment will not be sanitized
- **Parents must be on time to pick up their children.**

If you have any questions, comments, or concerns, please call Tanya Kaul, Recreation Programmer at 250.710.5580 or email tanya.kaul@cvrld.bc.ca.

Thank you for your continued support of our Free Parks Program!