



## **Cowichan Valley Regional District**

### **Shawnigan Lake Community Centre - Art Camp**

#### **Parent Guidelines during COVID-19**

Our primary focus is to ensure the safety of staff and children attending summer camps. Additional health and safety precautions have been put in place to minimize the risk at our facility. In order to provide the highest level of care and safety, CVRD will follow guidelines set out by WorkSafeBC, Public Health, and BCRPA. We ask that you thoroughly read and strictly adhere to these guidelines to assist us in minimizing risk.

### **Attendance Prerequisite**

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-19 is and why it is important to follow these guidelines.

### **Screening**

Parents will be expected to screen their child and immediate family within the household prior to arriving at camp daily. Staff will be required to ask parents the following screening questions prior to your child attending camp:

Is/has your child or anyone in your family:

1. Showing signs or symptoms of respiratory infection, such as cough, shortness of breath, or sore throat?
2. Experiencing a fever with a temperature of 38C or higher, or taken any fever reducing medications in the last 12 hours?
3. Experiencing any flu-like symptoms including diarrhea in the last 24 hours?
4. Travelled outside of Canada in the last 14 days?
5. Been in contact with anyone that has displayed symptoms of COVID-19 in the last 14 days?

Entry will be denied to any person, including the child, if any member of the household is experiencing any of the above.

### **Drop off/Pick Up Procedure**

To minimize the exposure to both staff and children, the drop off and pick up procedures will be modified during COVID-19. All drop off will take place through the front doors of Shawnigan Lake Community Centre, located at 2804 Shawnigan Lake Road. Drop off will take place at the front door of the Multipurpose room. Pick up will take place at the front door of the Multipurpose room or at the playground if weather permits. The process will be as follows:

## Drop off

- Parent/Guardian will follow directional signage through the entry point; parents will use line up markers if there is more than one family dropping off at the same time.
- Enter through front doors, drop off at doors to Multipurpose room and exit through loading zone door to the left of the Multipurpose room.
- Staff and Parent to maintain 2 metre physical distance; staff to make attempts to keep same physical distance with child if at all possible.
- Staff will conduct a health screening with the parent (see details below).
- If you confirm that the child is healthy to attend, parents will say their goodbyes at the door and staff will verbally take responsibility of the child who is now in our care.
- Staff will physically sign the child in.
- Staff will have child enter the classroom where only children and staff have access.
- Child will proceed to the sink in the Multipurpose to wash their hands (staff member to supervise ensuring proper handwashing procedure completed).
- To minimize touch points, staff will prop door open wherever possible.
- Please note – staff hands must be washed at any point you may have touched child's belongings, door handles, etc.

## Pick up – Outdoors (All non-rain days)

- Parent/Guardian will remain outside playground gate; parents will ensure they are maintaining 2 metre physical distance if there is more than one family picking up at the same time.
- Staff and Parent to maintain 2 metre physical distance.
- Staff to provide a verbal update on how the day went.
- Staff to verbally pass care of child back to parent.
- Parent to accompany child to washrooms to conduct handwashing prior to leaving the park.
- Staff member to sign the child out of our care.
- Please note – staff hands must be washed at any point you may have touched child's belongings, door handles, etc.

## Pick up – Indoors (Rain days)

- One Staff member to be posted at the door to assist with parents coming in and notifying child when it's time to go home.
- Parent/Guardian will follow directional signage through the entry point; parents will use the lineup markers if there is more than one family picking up at the same time.
- Enter through front doors, drop off at doors to Multipurpose room and exit through loading zone door to the left of the Multipurpose room.
- Staff member to have child conduct handwashing at sink in Multipurpose room prior to exiting.
- Staff and Parent to maintain 2 metre physical distance.
- Staff to provide a verbal update on how the day went.
- Staff to verbally pass care of child back to parent.
- Return to room and sign the child out of our care.
- To minimize touch points, staff will prop door open wherever possible.
- Please note – staff hands must be washed at any point you may have touched child's belongings, door handles, etc.

## Handwashing

Staff will enforce increased handwashing for both themselves and children, utilizing the posted procedures within the facility. Handwashing will occur:

- Upon arrival and before departure
- Before and after any transitions
- Before and after eating and drinking
- After using the toilet
- Before and after playing outside or using a play structure
- After sneezing or coughing
- Whenever their hands are visibly dirty

## Physical Distancing in a Camp Setting

Understandably, physical distancing is challenging in a childcare/camp setting. The focus in childcare settings is to **minimize physical contact**. At the same time, it will be important that staff do what they can to assist children in learning about physical distancing. Staff will use creative ideas and visual cues, and split children into smaller groups sizes for activities throughout the day.

## Sunscreen Application

Application of sunscreen is a dilemma when trying to minimize physical contact with children and between children. While we will still assist a child with sunscreen application when necessary, we will need to take universal precautions. To ensure staff assistance is limited, we ask parents to assist in the following manner:

- Sunscreen your child prior to drop off
- Send spray sunscreen in a labelled bottle
- Teach your child how to apply sunscreen
- Teach your child how to help their sibling apply sunscreen (if applicable)
- Send your child with a hat. Sun shirts are strongly recommended for children with very fair skin or those who burn easily.

If staff are required to assist your child, they will wash their hands between applications and will only assist with spray sunscreen. If a child has brought lotion (versus spray), staff will not assist with application but will instruct them to apply on their own and keep a shirt and hat on at all times in outside environment to avoid any burning.

## Additional Safety Measures We Ask of You

- No outside items/toys from home will be allowed in the facility.
- Lunch/snacks – it is your responsibility to provide your child with enough food to get them through the day. Food sharing will not be allowed. We ask that you send your child only with their lunch/snacks for the day in a clean lunch bag that includes an ice pack (if refrigerated items included), disposable cutlery (or if disposable is not an option, cutlery placed in a Ziploc bag) and a water bottle as fountain use will not be an option. All items must be nut-free.
- You will be required to report any illness or COVID-19 related exposure to staff immediately.

## What to Expect During Camp

- Monday will be our “routine setting” day with the children. A physically-distanced sit down with the group will take place each Monday to review safety rules and expectations while attending camp.
- Children will be designated a “storage chair” to store all their belongings while in camp to ensure belongings are stored separately to prevent potential cross-contamination.
- Increased outdoor play and activities in small groups will be encouraged.
- Lunch/snack times with social distancing space, will be implemented during eating times.
- Small activity bins will be created to help minimize the chance of multiple hands on craft/activity items; when a child is finished, that item will be placed in a cleaning bin and sanitized prior to being placed back into rotation.
- Playground structures will be used during camp outdoor play. There is no evidence of COVID-19 transmission on playground environments; however, staff will follow guidelines to help reduce exposure, including handwashing before and after use and avoiding crowded playground structures (note: play structures are not sanitized).
- Staff will set up room in a way that will encourage physical distancing; art areas will be spread out, limited chairs at each table, and smaller group activities. Outdoor art activities will be included.
- Washroom use throughout the day will still take place as a “buddy” system so a child is not on their own. Staff will encourage physical distancing and ensure handwashing of both children take place when using washroom facilities.
- First aid situations typically require close contact. If a first aid situation should arise, staff will be wearing a mask and gloves to ensure your child’s needs are met, while protecting both parties of any bodily secretions.

## Displaying Symptoms While in Care

If a staff member or child displays any symptoms of illness while in camp, they will be expected to leave immediately. It is important that you, or an emergency contact, is available to come right away if contacted. If your child displays symptoms while in care, the following steps will be taken:

- Child will be moved to an isolated area with a staff member.
- Parent will be contacted immediately.
- Remaining children will be moved to a clean area (e.g. gym or outside) and staff will conduct a thorough cleaning of the spaces where the symptomatic person was, prior to re-entry.
- Parent to follow timelines outlined in our Illness Policy prior to returning to camp. If child tests positive for COVID-19, staff will follow direction provided by Island Health Authority.

## Illness Policy

Parents are expected to follow the screening section as outlined in this document. Parents will be asked screening questions upon arrival each day. In the event that a parent is found to be answering the screening questions untruthfully or withholding important medical information, child care will no longer be provided to that family.

Symptom	May return when
Temperature of 100 F / 37.8 C or higher (orally) or 99 F / 37.2 C or higher (under the arm) or 100.4 F / 38 C or higher (forehead/ear)	May return to child care after a medical note or negative COVID-19 test confirms the child does not have COVID-19 <b>and</b> the child is symptom-free for 48 hours.
Runny nose, cough, sore throat, difficulty breathing or wheezing	May return to child care after a medical note or negative COVID-19 test confirms the child does not have COVID-19 <b>and</b> the child is symptom-free.
Unexplained fatigue, aches or cold/flu-like symptoms	May return to child care after a medical note or negative COVID-19 test confirms the child does not have COVID-19 <b>and</b> the child is symptom-free.
Sinus congestion	May return to child care after a medical note or negative COVID-19 test confirms the child does not have COVID-19 <b>and</b> the child is symptom-free.
Eye infections, discharge, red/pink eyes	May return to child care after a medical note or negative COVID-19 test confirms the child does not have COVID-19 <b>and</b> the child is symptom-free.
Children who have, or children with others living in the same home who have just returned from international travel	May return after self-isolating for 14 days <b>and</b> being symptom-free.
Children who have, or children with others living in the same home who have been identified as at-risk of potential COVID-19 exposure	May return after self-isolating for 14 days <b>and</b> being symptom-free.
Known or suspected communicable diseases (measles, chicken pox, pink eye, hand foot and mouth, etc.)	May return after being symptom-free for a minimum of 72 hours.
Unexplained rashes <b>or</b> any rash that is not confirmed by doctor to be non-contagious	Seek medical confirmation and provide doctor's note to return.
Unusual, unexplained loss of appetite, fatigue, irritability, diarrhea, vomiting, nausea, headache, ear infection not related to possible COVID-19 symptoms	May return after being symptom-free for a minimum of 48 hours.

## Cleaning of Facility

- All areas of the facility that camps use will be cleaned and disinfected daily utilizing approved cleaners.
- Staff will increase frequency of craft item cleaning and frequently touched surfaces such as door knobs, light switches, toilet handles, taps, table tops, etc.
- Maintenance staff will do heavy duty cleaning and sanitization after each day of care. Staff will follow the guidelines set out by Island Health in relation to Cleaning and Disinfection for Public Settings for COVID-19.

## Agreement to these Guidelines

After you have reviewed these guidelines, please ensure you sign and return the Parent Guidelines and COVID-19 Assumption of Risk and Permission Form along with your camp registration forms. Please be aware that the health and safety of staff and children is our priority. Children who are unable to follow these guidelines will not be able to attend camp and you may be called and asked to pick up early.