UBC Child Care Services
COVID-19 Intermediate Safety Plan
Update – Version 6, January 20, 2022

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<tr>
<th>Department / Faculty:</th>
<th>UBC Child Care Services – a division of Student Housing and Community Services (SHCS)</th>
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<td>Unit:</td>
<td>Child Care Services</td>
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| Address:              | CC Admin Office
                        2881 Acadia Road
                        Vancouver, BC V6T 1S1                                                                |
| Updated Copy Posted at all open locations: | Jan 31, 2022 |
| Reviewed and Approved by: | Karen Vaughan, Director CCS (Child Care Services) |

Key Changes in 6th Version:

- Functional Closures
- Notice of Exposure
- What to do when sick
- What to do if exposed to Covid-19
- What to Do If You Have Mild Symptoms and Testing Is Not Recommended
- What to Do If You Test Positive For COVID-19
COVID-19 Workspace Safety Plan Document Revision Tracker

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<td>2022.01.20</td>
<td>6</td>
<td>Deb Thompson</td>
<td>Version 6</td>
<td>Karen Vaughan - Director</td>
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<td>2021.12.20</td>
<td>5</td>
<td>Deb Thompson</td>
<td>Version 5 – vaccines. Indoor/outdoor, cleaning, transportation, visitors,</td>
<td>Karen Vaughan - Director</td>
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<td>- Wellness Policy (Sig. Revisions)</td>
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<tr>
<td>2020.09.30</td>
<td>2</td>
<td>Deb Thompson,</td>
<td>Version 2 - Sept 2020 updates to content of Infection Prevention and Control Measures (core operational document) based on regulatory updates from BCCDC and Ministry of Health</td>
<td>Andrew Parr – AVP for SHCS</td>
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Vetted and submitted by Karen Vaughan / Director of CCS: January 20, 2022

Applicable Regulatory Updates from BC-CDC/Ministry of Health:

Childcare programs are not events. The Provincial Health Officer Order on Gatherings and Events does not apply to childcare programs.
Public Health Measures

Vaccines

All individuals who are eligible for the Covid-19 vaccine are recommended to get vaccinated. COVID-19 vaccines are part of B.C.’s immunization program. Licensed child care operators should have a record of the vaccinations their staff have received, including COVID-19 vaccines.

Environmental Measures

Outdoor Spaces

- Children and educators will frequently be outdoors when weather permits. Children and educators should have clothing that will allow them to be comfortable in all weather conditions including rain and heat (waterproof clothes, clothing that protects skin from the sun, hats, etc.).

Indoor spaces

- When children are indoors, educators will ensure good ventilation through open windows when possible.

Cleaning Routines

- The child care centres will be cleaned daily after operational hours by either
  - the UBC Facilities housekeeping team. PM Housekeeping protocols are attached Appendix 2a
  - Bldg. Operations Custodial group. See their SWP in Appendix 2b.
- Frequently – touched surfaces should be cleaned and disinfected at least 1x/day and when visibly dirty.
- Objects made of material that are not easily cleaned (e.g. playdough) or typically cleaned intermittently (soft toys) can continue to be used. They should be cleaned (if possible) according to regular practices.
- Clean and disinfect cots, cribs and sleeping surfaces weekly if dedicated to a single child or between uses if shared between multiple children. Keep each child’s bedding separate, and store in individually labeled containers. Cots and mats should be labeled for each child. Bedding that touches a child’s skin should be washed weekly. Personal items (e.g., blankets, reusable food and drink containers) brought into the child care setting from home for individual use should be labeled. Parents will provide clean linen/bedding each week or more frequently if visibly soiled.
- Chinook School Age program (shared space with Norma Rose Point School) – close and lock shelving units containing toys and supplies at the end of each day.
- Empty garbage containers daily and when full.
- Wear disposable gloves when cleaning blood or contamination of surfaces with bodily fluids: wash hands before wearing and after removing gloves.
- Ensure good hand hygiene is practiced immediately after changing diapers or assisting with toileting.

**Administrative Policies**

**Visitors**

- Parents, caregivers, health-care providers, volunteers, and other non-staff adults entering child care settings should be limited to those supporting activities that are of benefit to children’s development and wellbeing.
- All visitors to UBC Child Care Centres, including practicum students and others supporting children’s development must be vaccinated for COVID-19.
- All visitors should provide active confirmation that they have no symptoms of illness and are not required to self-isolate before entering.
- Child care settings should keep a list of the date, names and contact information for all visitors who enter the setting
  - All adult visitors should wear a mask when inside the child care centre.

**Arrival**

- Parents will drop off children in the yard outside the centre.
- Each child will have a container for their belongings
- Educators and parents will monitor numbers of adults in the space during pick up and drop off. If physical distancing (6 ft.) between adults becomes challenging, staggered pick up and drop off policies will be implemented. Educators will communicate on a regular basis with their program manager for support with this.

**Food and Beverages**

FOODSAFE Level 1 covers important food safety and worker safety information including foodborne illness, receiving, and storing food, preparing food, serving food, and cleaning and sanitizing. It is a helpful resource for those seeking education and train on food safety practices.

**Functional Closure**

Child care facilities will be closed for public health reasons only when directed to do so by a Medical Health Officer. Facilities experiencing illness amongst staff may need to close for operational reasons if they are unable to maintain staff to child ratios as required under the Child Care licensing Regulation.

**Notice of Exposure**

Child care programs may notify people who may have been exposed to COVID-19 without breaching individual privacy.
**Personal Measures**

**Daily Health Check**

- Educators, other adults and children should not enter the centre if they are sick or are required to self-isolate.
- A daily health check for symptoms of COVID-19 should be completed for everyone entering the child care centre. Adults should do their own check and parent should complete the check for their child.
- For symptoms that are consistent with a previously diagnosed health condition and not unusual for that individual, they can continue to attend child care settings. No assessment or note is required from a health care provider.

**What to Do When Sick**

The management of COVID-19 in the community is now more aligned with the management of other respiratory infections.

Educators, children or other persons in the child care setting who are exhibiting symptoms of COVID-19 should stay home until they are well enough to participate in activities. Symptoms of COVID-19 include:

- fever,
- cough,
- loss of sense of smell or taste,
- difficulty breathing,
- sore throat,
- loss of appetite,
- runny nose,
- sneezing,
- extreme fatigue or tiredness,
- headache,
- body aches,
- nausea or vomiting,
- diarrhea

According to newly released testing guidelines, many staff and children will not be eligible for COVID-19 testing. The When to Get Tested for COVID-19 resource or the B.C. Self-Assessment Tool provides information on whether to get a test for COVID-19.

Educators, children, or other persons in the child care setting who test positive for COVID-19 should follow the guidance on the BCCDC website as to how long they should self-isolate. They can return to the child care centre when they no longer need to self-isolate.

**What to Do If You Test Positive For COVID-19:**

- Complete an online form to report your test result
• **Self-isolate and manage your symptoms.** Educators, children, or other persons in the child care setting who test positive for COVID-19 should follow the guidance on the BCCDC website as to how long they should self-isolate. They can return to the child care centre when they no longer need to self-isolate.

• **Let your close contacts know**

**What to Do If Exposed to COVID-19**

Contact tracing is no longer an effective strategy for the prevention of COVID-19.

Staff or children who are exposed to COVID-19 may continue to attend child care, regardless of vaccination status, unless they develop symptoms and/or test positive for COVID-19.

**What to Do If You Have Mild Symptoms and Testing Is Not Recommended:**

• Stay home until you feel well enough to return to your regular activities.
• Avoid non-essential high-risk settings such as long-term care facilities and individuals at higher risk for severe illness for 10 days after the start of your symptoms.

**Hand Washing**

Rigorous hand washing with plain soap and water reduces the spread of illness. Provide regular opportunities for staff and children to wash hands with plain soap and water for at least 20 seconds or use alcohol-based hand rub containing at least 60% alcohol. Soap and water are preferred when hands are visibly dirty: otherwise use a hand wipe followed by alcohol-based hand rub. It is particularly important for hand hygiene to be practiced immediately before eating and immediately after using the toilet. Educators should wash hands frequently and help children wash theirs throughout the day. Hand sanitizer should not be used on infants. Some hand sanitizers are for adults only because they contain ingredients that are not safe for children, so labels should be read carefully.

**Respiratory Etiquette**

Children and staff should:

• Cough or sneeze into their elbow sleeve or a tissue.
• Throw away used tissues and immediately perform hand hygiene.
• Not touch their eyes, nose, or mouth with unwashed hands.

**Non-medical masks and face coverings**

• All adults (including staff, practicum students, volunteers and visitors) in child care settings should wear a non-medical mask or face covering at all times while indoors, subject to the following exceptions:
  • If the adult is unable to put on or remove a mask without the assistance of another person;
  • If the mask is removed temporarily for the purposes of identifying the adult wearing it;
  • If the adult is eating or drinking;
If the adult is behind a barrier or in a room by themselves;
- While providing service to a person with a disability or diverse ability where visual cues, facial expressions and/or lip reading/movements are important.

Infants under the age of two years should not wear masks as it may make it difficult for them to breathe and may become a choking hazard.

All school-aged children in indoor out-of-school child care settings – both on and off school grounds – are required to wear masks except in the above situations.

Current Staffing numbers on site, practicing physical distancing: (being modified as needed and as programs expand)
- **Four to twelve employees present in each child care centre daily. (includes numbers for after school care programs)**
- **Up to seven managers and one clerk present in the administration office daily.**


**Drivers:**
Clean their hands often, including before and after completing trips.
Use alcohol-based hand sanitizer with at least 60% alcohol during trips. Bus drivers are encouraged to carry alcohol-based hand sanitizer (ABHS) with at least 60% alcohol and use it after assisting a child to their seat, touching wheelchairs or other assistive devices, or having other direct contact with children, as needed throughout a trip. ABHS should be properly labeled and stored in accordance with its material safety data sheet. ABHS should be stored outside the reach of children.
Wear a non-medical mask or face covering especially when physical distancing cannot be maintained.
School bus drivers may consider wearing a non-medical mask or face covering and other personal protective equipment including gloves or safety glasses as recommended in Transport Canada’s guidance *Personal Protective Equipment and their uses by Commercial Vehicle Drivers* available at this link: [https://tc.canada.ca/en/initiatives/covid-19-measures-updates-guidance-issued-transport-canada/personal-protective-equipment-their-uses-commercial-vehicle-drivers](https://tc.canada.ca/en/initiatives/covid-19-measures-updates-guidance-issued-transport-canada/personal-protective-equipment-their-uses-commercial-vehicle-drivers).
The use of personal protective equipment (PPE) should be considered in relation to other measures implemented to prevent transmission of COVID-19.

The choice of PPE should not interfere with the driver’s ability to access vehicle controls, or hinder or distort the driver’s view – directly or through mirrors - of the road, students around the bus or of passengers.
**keep up-to-date daily passenger lists to share with public health should contact tracing need to occur.**

**Children should:**
Clean their hands before loading and after disembarking the bus.
Children must wear a mask before entering the bus and while in transit.
Children will be assigned a seat and this will be their seat of use; seating can be altered whenever necessary to support child health and safety. (e.g. accommodating children with a physical disability, responding to behavioural issues, etc.).

Children will be seated beside the window when possible.

Windows should be open to provide ventilation during transportation, as weather permits.

If seat sharing is needed - prioritize children sharing a seat with a member of their household, maximum 2 children per seat.

Buses will be loaded from back to front and offloaded from front to back.

**Cleaning High-Touch Surfaces in the School Bus**

Cleaning of high touch surfaces in the school bus will follow the guidelines established in UBCCCS COVID safety plan – “General Cleaning & Disinfection of Surfaces”

*When buses are used for multiple trips in a day, they will be cleaned after each trip.*

The following equipment should be available for cleaning:

- Disposable cloths;
- Waste disposal bags and
- Cleaning agents/disinfectants – product in use – [Ecolab Peroxide Multi Surface Cleaner](#) – Refer to SDS on risks and proper use of product

**When cleaning school bus interiors:**

- Put on disposable, water-proof gloves. Avoid hand contact with the face, especially the nose and eyes. Direct contact with contaminated areas should be avoided.

- For routine cleaning and disinfection, and for areas potentially contaminated with COVID-19, a hard-surface disinfectant authorized by Health Canada is recommended. [Ecolab Peroxide Multi Surface Cleaner](#) – Refer to SDS on risks and proper use of product

**High touch surfaces in school buses that should be cleaned after each use:**

- Seats;
- Inside hand railing; including luggage rack
- Interior windows and wall section below passenger windows;
- Inside and outside door handles (including manual control for service door); Inside door grab handles, pads and armrests;
- Keys;
- Steering wheel;
Shift lever and console;
Dashboard;
Turn signal and wiper stalks;
Seat and Seat adjuster;
Any other parts that are commonly used and that may have been touched.

A thorough cleaning of the bus including floors, wall sections above windows, dashboard etc... must be completed once a week.

After Cleaning is complete

Dispose of soiled disinfection cloths, disposable gloves and any other items in contact with contaminated surfaces in a waste disposal bag. Seal the waste disposal bag and discard in lined trash bin.

Wash hands when finished using proper hand washing techniques.

Note: In addition to regular cleaning of school bus interiors, to the extent possible, it is recommended that operators reduce the number of drivers per vehicle and ensure that the same drivers use the same vehicle and keep the same work schedules in order to limit contacts as much as possible.

Input and internal review of the CCS Safety Plan:

- CCS leadership group worked with their BCGEU representatives for ECE group (Early Childhood Educator) to make sure the draft plan was workable at the centre level and that protocols/expectations could be met.
- ECE educators/supervisors have provided input and asked for clarification specific pieces of the plan. They will continue to be included in any revisions and updates as programs expand. Their feedback/insight is an important part of making this process work for all.
- The CC- LST (Child Care Local Safety Team) reviewed the initial plan draft at their July 2020 mtg. and continue to see all updated versions of the Plan.
- All ECE educators and CCS employees will review each updated version of the Plan with supporting documentation and processes posted at their units in COVID-19 Safety Plan Binders.
- All employees receive training and education on any process changes incorporated into this Plan. Questions and clarifications are brought directly to their direct supervisor, manager and/or BCGEU rep as needed.
- SHCS Safety Group supports the Plan process, provides feedback and assistance as needed.