

## COVID-19 Cleaning Protocols for Emergency Child Care Operations

**Intent:** To ensure that the staff of the child care centre are following enhanced cleaning and disinfecting procedures. Regular, repeated cleaning and disinfection of high touch, multi-use work surfaces will be implemented.

### Procedure:

- All Children's Services staff including RECEs, Dietary staff and Child Care Custodians are required to follow the cleaning and disinfecting protocols indicated on Niagara Regions Public Health Novel Coronavirus Update website: <https://www.niagararegion.ca/health/covid-19/default.aspx?topic=1>
- Specifically the recommendations for cleaning and disinfecting under Public Settings link for Cleaning and Disinfecting <https://www.niagararegion.ca/health/covid-19/cleaning.aspx>
- All Children's Services staff including RECEs, Dietary staff and Child Care Custodians will follow direction from Public Health's Child Care Manual (**outbreaks**). <https://www.niagararegion.ca/living/childcare/service-providers/child-care-manual/outbreaks.aspx>

**Opening Staff:** *\* the centre will be disinfected the night before, completing these steps again assist in ensuring the building is clean and ready for operation*

1. First staff to arrive, clean and disinfect the door handle before entering. The inside door handle is to also be cleaned and disinfected.
2. Sanitize their hands with Alcohol-Based Hand Rub (ABHR)
3. Cleaned and disinfect all high touch surfaces including railings, door handles while moving about the building.
4. Complete water flushing daily/ weekly (operational standard requirement)
5. Ensure the Coronavirus "Stop" sign is posted at the entrance to the child care centre and screening station.
6. Ensure the screening table is disinfected and then set up with hand sanitizer, disinfect wipes or spray, Health Check Screening check list and pens that have been disinfected.
7. Set up playrooms as required, gather toys and equipment that was left from the night before that has been disinfected and redistribute to playrooms as necessary
8. **MIXING OF CHILDREN IS NOT PERMITTED AND ONLY AS A LAST RESORT, whenever possible.**  
Staff should be cohorted. Staff do not alternate care between groups of children whenever possible.

## Operating Hours

1. The Childcare Custodian will implement enhanced cleaning and disinfecting procedures, which will include, but not be limited to:
  - a. Repeated cleaning and disinfecting of high touch surfaces including door handles, knobs, railings, family/client contact counters/tables, intercom internal systems, phones, keyboards, computer mouse, washrooms, playground equipment and gates, playground door handles etc. tops and underneath of tables, chairs and any other items that the Supervisor may direct to be cleaned
2. Toys and equipment will be cleaned and disinfected after each use, wherever possible using buckets to isolate the contaminated items until cleaned and disinfected.
3. Disinfecting of toys will be documented on the disinfection charts.
4. Remove all plush toys from use and discontinue use of all sensory tables.
5. Alcohol Based Hand Rub is to be used by all staff and children prior to moving to another area of the childcare e.g. Moving from playroom to cubby area, moving from cubby area to outdoor activities or whenever transition is made, when possible.
6. If at any time staff notice items that are visibly soiled, they will immediately clean the area and if necessary, notify the custodian for enhanced cleaning and disinfection, this includes bodily fluids, food or outside dirt
7. Items requiring laundering MUST be washed in hot water and bleach should be used if possible.
8. Custodians will complete their checklist and will ensure that they notify the Supervisor when inventory is starting to deplete, recognizing challenges may occur with back orders.
9. Playgrounds must be disinfected before each use including interior and exterior doors, handles and gates, whenever possible.
- 10.
11. Community purchases (grocery shopping) can be pre-ordered, paid, delivered or pick up.
12. In the event that a staff need to grocery shop – dietary staff will need to ensure they keep physical distancing from other customers, wear disposable gloves while in the grocery store and selecting purchases. Disposable gloves must be removed when exiting the grocery store and hands must be sanitized immediately after removed.
13. No pets on site at this time.
  - a. 14. If space permits, social distancing (6ft) between cots during nap time.

## **Closing Staff**

1. When all children have been picked from each age group, staff will:

Disinfect toys and equipment If this task is completed prior to individual staff shifts being completed, staff will assist with additional cleaning as directed by the Supervisor

2. Disinfecting of toys will be documented on the disinfection charts.
3. Rooms need to be prepared for operations in the morning and countertops must be cleared so the Custodian can focus on cleaning and disinfecting surfaces.
4. Staff are responsible to ensure that the staff room is clean, all personal items need to be stored or taken home, so that enhanced cleaning can take place.
5. Custodians must clean and disinfect lockers each night (parents will be required to take all children's belongings home each day).
6. Screening table is cleaned and disinfected nightly.

\*\* When the Province lifts the order of closure for the child care centres and the child care centres are approved to re-open, the child care centres will be required to complete a deep clean and disinfection prior to re-opening.