

Tree of Life Nature Playschool Covid19 Response to Creating New Safety Practices as directed by The Ministry of Children and Families.

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Arrivals and Departures

These procedures are in place for public health

- Pick-up and drop-off of children will occur outside the child care setting unless there is a need for the parent or caregiver to enter the setting (e.g., very young children, separation anxiety). If a parent must enter the setting, they should WEAR A MASK, maintain physical distance from staff and other children present and be reminded to practice diligent hand hygiene. (6) We will assume that parents have done a self assessment for those in their household that morning and every morning that they come to Playschool <https://bc.thrive.health/covid19/en>
- A caregivers will sign in children and use their own pen so parents do not have to touch the sign in/out sheet directly. Parents and caregivers should practice hand hygiene before and after touching the sign in/out sheet. (6)

- Stagger the timings of pick-up and drop-off may occur but with our small group we feel it is not necessary at this time. (6)

Entrance - environment

(7, 9,10,11)

- Station or markers will be placed for social distancing, in the event more than one family arrives at the child care facility at the same time.
- Hand hygiene station will be set up for children before they enter the facility or outdoor play area
- Child care professionals sign in children before they visit the 4 stations
- Signs will be posted to remind staff and children to perform hand hygiene (sneeze/cough into their elbow, put used tissues in a waste receptacle and to wash hands immediately after using tissues).
- Parents will be reminded through visible signage (posters) at the child care facility and when children are first registered for the program **not to enter if they are sick** (even if symptoms resemble a mild cold)

Entrance Routines

(2, 7, 8, 9,10,11)

- Number of families at the child care entrance to the facility will be limited to one at a time.
- Parents please restrict the number of people coming to collect your child/ren and to avoid going back and forth during the day.
- Allow more time when arriving, as additional health and safety procedures upon arrival will take a little longer.
- There will be a parent meeting before children start back to school or if you are a new family to the program. One parent from your household must attend before the child can come to Playschool.
- If parents must access the child care facility there will be a designated limited “parent accessible” part of your facility, and only one parent at a time accesses the space.
- Parent tours will only happen when the facility is not in operation and observing physical distancing protocols.
- The facility will always have adequate amounts of hand sanitizer and soap and water that parents can access.

- All children and staff who are ill with fever and/or infectious respiratory symptoms of any kind need to stay home.
- Daily Health Check at drop-off will be conducted by asking parents and caregivers to confirm that their child does not have symptoms of common cold, influenza, COVID-19, or other respiratory disease. (6)
- Health Authorities have provided health screening/health check forms for facilities, which can be completed by the facility, or by the parent prior to arrival. (1, 2) We will do this once so you are aware of what we are expecting when we ask “How is everyone in you household feeling today?” <https://bc.thrive.health/covid19/en>

Routine daily screening for all staff and students

- Health screening process for parents to complete, at arrival will be a verbal confirmation with our educator who will be in our welcoming role. (17)
- Any child, parent, staff or visitor must not enter the child care space if they are sick, even if symptoms resemble a mild cold. (2, 7, 8, 9, 10, 11, 12, 13)
- Child care providers will exercise judgment. For example, children who are crying can exhibit a runny nose. If a symptom is clearly due to a behaviour such as crying (running nose), running or over-dressed, ask parents to wait for 15 minutes, and then reassess the child. (9)
- If a child has any symptoms, they must be excluded from the child care centre, as per the facility health policy. (2, 7, 8, 9, 10, 11, 12, 13)
- People returning from any international travel (including from the United States).
- Sick people waiting for a test or test result for COVID-19.
- People with COVID-19.
- People who have been in close contact with COVID-19 cases during the period of isolation.
- People who have not travelled, but who develop flu-like symptoms (fever, cough, tiredness, aches or severe tiredness).
- We understand that allergies can look like a cold. What we ask is that you are aware of these allergies and you can keep you child home for a few days to assess whether this is a normal seasonal reaction or something that seems out side of the normal.

Keeping parents/caregivers informed

- We will keep parents and caregivers informed about what we are doing in our child care facility to take extra precautions and to be responsive to the needs of each child. We will

do this with morning checkin's, weekly updates, Monthly newsletters. **I am available via phone or text anytime between 7:00 am to 7:00pm every day except Saturdays!** Though during the time I am with the children I will limit my communication via text as much as possible.

- We will endeavour to be very clear about our policy that **children need to stay home if they are sick** (any sign of flu and often a bad nights rest is an indicator so watch for this as well) in an effort to protect everyone. Symptoms such as Cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, general feeling unwell, stomach- ache, diarrhea, rash, tired, bad nights sleep, irritable, loss of appetite, loss of smell, loss of taste etc. If any of these things occur we recommend that you take your child's temperature. Taking their temperature and recording your findings on a daily basis will help you notice a change.
- We ask if any of these symptoms occur you keep your child home and inform us of these symptoms even if they occur after hours.
- We will communicate via email, text and phone calls

Health Care Guidance

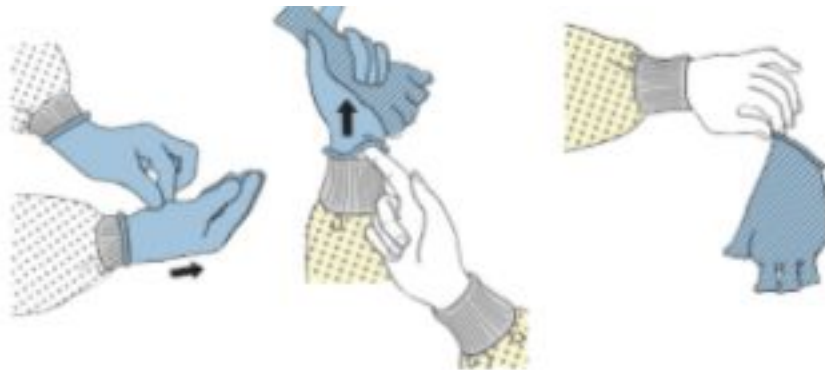
- Ensure that an authorized person will be available to come quickly to pick up the child from the child care facility if the child is sick.
- While waiting for parents to pick up children the use of masks and gloves may be used by the child care workers.

Masks and Gloves

- Masks are not recommended for children. In young children in particular, masks can be irritating and may lead to increased touching of the face and eyes. (2, 7, 8, 9, 10, 11, 12, 13)
- **STAFF WILL WEAR MASKS INSIDE AT ALL TIMES** if necessary even though wearing a mask is not recommended for child care centre staff. (2, 7, 8, 9, 10, 11, 12, 13)
- Gloves must be worn for activities where gloves are usually required for sanitation purposes (e.g. cleaning, changing diapers, sick child, etc.). (10, 11)
- Both the mask and gloves represent false safety, if they are not used properly. (10, 11)
- Both masks and gloves must follow appropriate doffing and donning (Putting on / taking off) procedures. These procedures should be followed at all times that gloves are worn, including diaper changes. (4, 13)

- Rubber cleaning gloves will be purchased for each staff member, rather than using disposable gloves for sanitization and cleaning. Reusable gloves will be sanitized / cleaned between uses.

<p>DOFFING / TAKE OFF GLOVES: Grasp the outside edge near your wrist and peel it away, rolling the glove inside out. Slide fingers of ungloved hand under glove on other hand, peel off. Discard in garbage bin.</p>	<p>Proper technique for glove removal prevents contamination of body or clothing.</p>
<p>DONNING / PUTTING ON GLOVES: Roll up long sleeves prior to handwashing, as they should not be able to cover gloves, one worn.. Using soap and water or an alcohol-based sanitizer, follow hand washing guidelines. Once clean, take new gloves and place on hands.</p>	



Greeting Children

- After children say goodbye to their parent a designated member of staff will accompany the child to their coat hook and help the, place their clothing and belongings in the same place each day. (11)
- We will leave distance between the personal belongings of each child (11) Sibling groups could be an exception. (8)

- Children will wash their hands (20 seconds) before going into the rooms / before playing. The adult accompanying the child should also wash their hands. (11)
- One staff member will be required for ratio designated for all greetings and sanitization of the facility. This will also allow for an emergency supervision plan in the event a staff becomes sick and goes home mid-day. If the staff is not required for ratio (or emergency supervision), they do not need to hold an ECEA/ECE/ITE/SNE certificate.
- Only send those belongings needed, to reduce the amount of items coming in and out of the facility.

Sick Children & Staff BC Guidelines

- Any child, parent, staff or visitor must not enter the child care space if they are sick, even if symptoms resemble a mild cold. (2, 7, 8, 9, 10, 11, 12, 13). See Covid Health and Wellness Policy for detailed symptom list. http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf
- For prevention purposes, people with symptoms of COVID-19 will be restricted from attending the child care facility.
- Children may return to the centre once they adhere to current health guidelines http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf
- Symptomatic children are immediately separated from others in a supervised area until they can go home. A staff member will remain with the child at all times.
- The parent or emergency contact will be notified to pick up the child immediately.
- Hygiene and respiratory etiquette will be practiced while the child is waiting to be picked up.
- Tissues will be provided to the child for proper respiratory etiquette, with proper disposal of the tissues and proper hand hygiene.
- Environmental cleaning of the space the child was separated to will be conducted once the child has been picked up.
- The local public health unit will be notified of a potential case and seek input regarding the information that should be shared with other parents of children in the childcare centre.
- Children or staff who have been exposed to a confirmed case of COVID-19 or symptomatic person(s), should be excluded from the childcare setting for 14 days. (5)
- If a child who attended a child care centre, or their family member, is being investigated by public health to confirm whether they have COVID-19, or if public health has

confirmed a case of COVID-19, direction will be provided by regional health authority nurses.

When a staff member becomes sick (2, 7, 8, 9, 10, 11, 12, 13)

- Staff will be directed to stay home and self isolate if they are feeling unwell. They will also use the self assessment tool <https://bc.thrive.health/covid19/en>
- Staff may return to the centre once they are assessed by a family physician and given a doctors note or a negative Covid Test is provided. See current Covid Health and Wellness Policy for detailed symptom list.
- If staff develop symptoms during their work day, they must leave the premises as quickly as possible. If immediate departure is not possible, they must self-isolate in an appropriate location away from other children and staff. Environmental cleaning will be performed upon the departure of the staff member.
- Staff who are away sick, or self-isolated or self-monitoring, must follow the facility's health and wellness policy on being away from work.
- If a staff who attended a child care centre, or their family member, is being investigated by public health to confirm whether they have COVID-19, or if public health has confirmed a case of COVID-19, direction will be provided by regional health authority nurses.
- Staff who have symptoms are able to get a COVID-19 test, and with a negative result, may return to work as long as no fever is present. (5)
- Staff will be required to sign a memo of understanding indicating that they understand the health and wellness policy.
- Staff illness procedure will be in place, including locations of local COVID-19 testing sites and a detailed contingency plan is in place that recognizes the need to limit staff working with multiple groups or facilities, so in the event a staff becomes ill there is a quick, simple and rapid response to ensure required ratios are met. A sample staff illness procedure template available.
- To understand Clearly what “once symptoms have improved” will mean see See Covid Health and Wellness Policy for detailed symptom list.. This will address things like seasonal allergies, but provide explicit clarity for staff when assessing if they can return to the program.
- Fever, diarrhea and vomiting should require the staff to additionally be symptom free without fever reducing medications, for 48 hours following the last symptom.

Ratios and Group Sizes BC Guidelines

- The physical space requirements for licensed child care settings set out in the Child Care Licensing Regulation mean that child care centres have sufficient space to support physical distancing between staff without reducing the number of children in care at any one time. (6)
- Staff when ever possible maintain physical distancing from one another.
- The number of people in the same facility will be kept as low as possible. (10)
- We have a small number of children in our group and less some days depending on the day's attendance so a small group will be maintained each day. (7, 8, 9, 10, 11, 12)
- We will avoid large group gatherings throughout the facility, including cubby areas and bathrooms. (10)
- Reducing group size, wherever possible, can be beneficial if it improves physical distancing and reduces the number of individuals that staff and children are in contact with.
- Playing out of doors helps maintain physical distancing and will be accessed when ever possible

Children's Naps and Rest Time BC Guidelines

- Parents MAY BE ASKED TO provided BLANKETS that are designated to remain at child care on the children's cot or mat. (8, 10)
- STAFF will wash bedding weekly. Bedding is stored individually and does not come into contact with bedding belonging to other children. (8, 10)
- Educators will be mindful to place beds as far apart as possible with a recommendation of two metres. (8, 10)
- NO comfort toys (stuffed toys) allowed

Cleaning and Disinfecting Objects & Surfaces BC Guidelines

Early evidence suggests COVID-19 can live on objects and surfaces from a few hours to days. Regular cleaning and disinfecting of objects and high touch surfaces is very important to [cleaning and disinfect public settings](#) from contaminated objects and surfaces. Clean and disinfect frequently touched surfaces at least twice a day and general cleaning and disinfecting of the entire centre must occur at least once a day. (6)

http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

Routine and Environmental Cleaning (2, 7, 9, 10, 11, 12)

<https://www.webmd.com/lung/how-long-covid-19-lives-on-surfaces>

- Disinfect all surfaces (counters, chairs, tables, etc.), sinks, toilets and the different types of dispensers after each use, if possible or at least twice per day.
- High-touch objects and surfaces (e.g. pencil sharpeners, doorknobs, faucet handles, toys, electronic devices and small appliances) in your facilities are cleaned and disinfected regularly.
- A written record of the facility disinfection schedule will be kept.
- Caution will be used when using bleach solution in an early learning and childcare setting. Strong bleach odours may be irritating for some individuals if breathed in.
- Increased ventilation by opening doors and windows will happen and/or we will isolate the area and disinfect by this method after everyone has left the building, if possible.
- Gloves will be worn when cleaning and disinfecting equipment and surfaces. Each staff member will have their own designated pair of reusable rubber gloves. After cleaning and disinfection of surfaces hands are washed with soap and water or an alcohol-based hand sanitizer solution.

List of disinfecting agents and their working concentrations known to be effective against coronaviruses^{1,2} :

Agent and concentration	Uses
1. 1:100 dilution Chlorine: household bleach – sodium hypochlorite (5.25%) 10 ml bleach to 990 ml water	Used for disinfecting surfaces (e.g., hand railings, grab handles, door knobs, cupboard handles). Make fresh daily and allow surface to air dry naturally.
2. 1:50 dilution Chlorine: household bleach - sodium hypochlorite (5.25%) 20 ml bleach to 980 ml water	Used for disinfecting surfaces contaminated with bodily fluids and waste like vomit, diarrhea, mucus, or feces (after cleaning with soap and water first). Make fresh daily and allow surface to air dry naturally.
3. Hydrogen Peroxide 0.5%	Used for cleaning and disinfecting surfaces (e.g., counters, hand rails, door knobs).
4. Quaternary Ammonium Compounds (QUATs): noted as 'alkyl dimethyl ammonium chlorides' on the product label	Used for cleaning and disinfecting surfaces (e.g., floors, walls, furnishings).

¹ Dellanno, Christine, Quinn Vega, and Diane Boesenberg. "The antiviral action of common household disinfectants and antiseptics against murine hepatitis virus, a potential surrogate for SARS coronavirus." *American journal of infection control* 37.8 (2009): 649-652.

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The BC Ministry of Health does not endorse or promote any specific brands of disinfectant products.

Classroom Supplies

- Sensory experiences are a vital part of early learning and finding creative ways to provide them is essential. Children will use play dough once and then take it home. Other toys like the bean table will be removed as these items cannot be easily disinfected. The felt board will only be used once a week. Water tables will be available and staff will get children to wash before and after and change water between use, and use is restricted to single use only.
- Toys will be put out on a rotating basis that can not be cleaned.
- Toys that cannot be cleaned and sanitized will not be used more than once in the week such as soft toys, fabric dressing up clothes, rugs and blankets. Toys that are easy to clean are best. (2, 6, 7, 9, 10, 11, 12, 13)
- High-touch items will be provided to children with their own containers of art and crafts materials that are not shared with others. (9)
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are sanitized. There will be a sealed bin that these will be placed in until these can be sanitized.

- Machine washable cloth toys will be used by one individual at a time. These toys will be laundered before being used by another child.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- Toys that can be sanitized but would be ruined by frequent sanitization will be placed out occasionally, to ensure a variety of materials over the course of a week.
- If a staff member / team has been designated to be the one to disinfect for the day, they should sanitize the classroom 1) at the end of the day *and* 2) each time a group of children leaves the space and a new group will enter *or* once mid day. This will include disinfecting any toys / materials that are available in the classroom.

Hand Washing (2, 7, 9, 10, 11, 12, 13)

- **Hand washing** with soap and water is still the single most effective way to reduce the spread of illnesses. (2, 6)
- When sinks for hand washing are simply not available, we will use a wet wipe to take off dirt and alcohol-based hand sanitizers (ABHS) containing at least 60% alcohol.

Six steps to proper handwashing

1. Wet hands with warm running water.
2. Apply a small amount of liquid soap. Antibacterial soap is not required.
3. Rub hands together for at least 20 seconds (sing a song). Rub palms, backs of hands, between fingers and under nails/creating a lather.
4. Rinse off all the soap with running water.
5. Dry hands with a clean, disposable towel.
6. Discard the used towel in the waste container.

Children should wash their hands:

- When they arrive at the centre and before they go home
- Before and after eating and drinking
- After a diaper change, using the toilet
- After playing outside or handling pets
- After sneezing or coughing into hands • Whenever hands are visibly dirty

Staff should wash their hands:

- When they arrive at the centre and before they go home
- Before and after eating
- After using the toilet
- After blowing the nose

- After coughing or sneezing into the hands
- Before and after giving or applying medication or ointment to a child or self
- After changing diapers, assisting a child to use the toilet, using the toilet
- After contact with body fluids (i.e., runny noses, spit, vomit, blood) • After cleaning tasks
- After removing gloves
- After handling garbage
- Whenever hands are visibly dirty (2)
 - Hand washing signs will be placed throughout our child care facility
 - Use hand sanitizer only when hand washing stations are not readily available.

Coughing / Sneezing / Nose blowing

(2, 7, 9, 10, 11, 12, 13)

- Staff will model proper coughing and sneezing etiquette, finding teachable moments to remind children of these important precautions.
- Tissue boxes will be at every activity centre - inside and outside - to ensure quick access.

Physical Distancing Strategies BC Guidelines

- We have a small group in a large space so it is easy to create more space for children to play.
- Children with no symptoms will continue to be treated as we would typically care for a child. (2, 9)
- Where possible we will arrange spaces to encourage more separation. For example, spacing children to avoid close contact during meal and nap times and assigning a designated chair and table for each child. (2, 9)
- Sometimes we will have a group outside while another is inside, as another way to encourage physical distance. (2)
- We will set up regular activities outside such as; snack time, and arts and craft time. (2)

Meal Times and Food Service BC Guidelines

- Apply all the usual known hygiene rules.
- As far as possible, it is best to keep the space of an empty chair between each child at lunch.
- The person in charge of food should stay in the kitchen as much as possible and avoid contact with colleagues and children.

- We will cover food, trays with dishes and utensils well.
- We will limit the number of bottles and glasses that can be used throughout the day and ensure that each glass is sanitized
- Children must bring their own water bottles each day

Food Service

(7, 8, 10, 11)

- Parents provide their own food for their child.
- Must send a full water bottle each day - if arriving with out a water bottle parents will be asked to return home to retrieve it.
- Provide containers that you children can open and close. The less rewrapped food the better.
- “Scatter and Spread” type foods should be avoided as well as food that needs to be peeled.
- There will be one designated staff to help children while they are eating if they need assistance.
- **All containers must be clearly labelled**
- Food handling: staff practice meticulous hand hygiene [and] are excluded from work if they are symptomatic.
- There will be no common food items (e.g. shared snack bowl).
- "No sharing food" policy continues
- Eating meals and snacks are a time for companionship and connection and essential for social development. Family style meal time - with small groups of children at each table will still continue .
- We will create a routine so that lunch kits are not added to the table. This leaves increased space on the table so items are not cross-contaminated.
- We will always wash eating surfaces first with soap and water and then sanitize with an approved solution. If eating outside we will ensure the outdoor eating surface is covered with a table cloth that can be sanitized before and after, or a table cloth that is laundered after each use.

Staffing -BC Guidelines

- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to working and stay home if they are ill. (6)
- Staff will maintain physical distancing from one another when ever possible. (6)
- We have a succession plan in case of isolation, work stoppage due to illness, a work accident or other absences.

Administration & Management BC Guidelines

- Our facility has a policy and procedure manual that is detailed and specific. This helps current and new families and staff members be part of the team with a clear understanding of what is expected of them.

Suppliers & Visitors BC Guidelines

- No entry to the facility will be allowed to suppliers and visitors.
- Deliveries must be left at the entrance, for staff to bring inside.
- Parents or guardians can enter the facility one at a time if needed but must WEAR A MASK, practice social distancing and hygiene practices – including hand washing – when on the premises.

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