



Cowichan Valley Regional District
Shawnigan Lake Community Centre
Acro Arts Ambition Dance 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 the program. Staff will be required to ask parents the following screening questions prior to your child attending:

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 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 door to Multipurpose room and parent to exit through loading zone door to the left.
- 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)

- 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.
- 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 Children's Program Setting

Understandably, physical distancing is challenging in a children's program setting. The focus in this setting 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 group sizes for activities throughout the day.

Additional Safety Measures We Ask of You

- Lunch/snacks – it is your responsibility to provide your child with enough food to get them through the program. 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.

Displaying Symptoms While in Care

If a staff member or child displays any symptoms of illness while in care, 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.

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 toy cleaning and frequently touched surfaces such as door handles, 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 sign and return the COVID-19 Assumption of Risk and Permission Form. 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 the program and you may be called and asked to pick up early.