



Everyone needs to help us stay Covid-free by doing their best to be on time, patient and respectful in wait lines, while keeping two meters apart.

Screening Procedures

Infection prevention and control measures to help reduce the risk of respiratory infections, including COVID-19, are as follows:

1. Conduct screening to limit the introduction of infection to the facility
2. Passive screening
3. Active screening
4. Provide support and reassurance

1. Conduct screening to limit the introduction of infection to the facility

All staff/parents/caregivers should be aware of signs and symptoms of COVID-19, including:

- fever (equal or greater than 37.8 degrees Celsius)
- cough
- muscle aches and tiredness
- difficulty breathing
- and less commonly:
 - sore throat, headache, diarrhea
 - loss of sense of smell and taste
 - rash and purplish/red toes (Covid toes) in children

Atypical Symptoms

Atypical symptoms/clinical pictures of COVID-19 should be considered, particularly in children, older persons, and people living with a developmental disability. Atypical symptoms can include:

- Unexplained fatigue/malaise/myalgias
- Delirium (acutely altered mental status and inattention)
- Unexplained or increased number of falls
- Acute functional decline
- Exacerbation of chronic conditions
- Chills
- Headaches
- Croup
- Conjunctivitis
- Multisystem inflammatory vasculitis in children

Other signs of Covid as noted by from the Ministry of Health, COVID-19 Provincial Testing Guidance Update V. 6.0, June 2, 2020 are:

- persistent fever
- abdominal pain
- conjunctivitis
- gastrointestinal symptoms (nausea, vomiting and diarrhea)
- rash
- Clinical or radiological evidence of pneumonia

Staff will refer to the Kidz Kare Covid-19 Training slides for pictures on what Covid-19 can/may look like.

2. Passive screening

- Parents/guardians should check their child's temperature daily. Staff should check their own temperature daily.
- Staff/children with any of the above signs and symptoms should stay home and not attend the facility for 14 days from symptom onset and no longer feeling unwell.

3. Active screening

- Kidz Kare staff will be set up on the main floor right in front of elevator just behind the security desk to conduct the screenings. The area will allow a minimum of two meters (six feet) distance between staff conducting screening and the person being screened.
- Signs will be in visible areas which clearly explains the screening process and the rules and conditions for entry.
- Actively screen staff, children and any necessary visitors (inspectors, resource caregivers, supply staff) prior to entry by asking questions using the pre –screen checklist.

4. Provide support and reassurance

- Being a positive role model is an effective strategy to help reduce fear and anxiety as well as promoting healthy behaviours. Remember that children are often listening when you talk to others about COVID-19.
- Maintain familiar routines and activities as much as possible to reinforce a sense of security.
- Acknowledge concerns and provide reassurance about personal safety and health.
- Refer parents/caregivers to the website www.toronto.ca/COVID19 for the most up-to-date-information.
- Help identify when sources of misinformation are circulating and correct this information when it occurs.
- Further guidance is available from the World Health Organization to help children cope with stress.

Staff Screening

Screening station will be set up on main lobby between Security Desk and elevators for 7:30 AM in an effort to help Staff to be screened each day during the recovery phase. Staff arriving between parents should make themselves known and join the line designated for Kidz Kare Daycare in front of LCBO to get screened if someone is already at the table. The first two staff (Supervisor and Kare Rep) will screen each other and all others will be screened by Kare Rep, then proceed when directed to third floor. Reminder that there are only 4 people per elevator permitted. On third floor staff will be cleared by Supervisor and items/lunches reviewed.

What will our drop off look like?

Before Parents Arrive

- The Screener will be our Kare Rep and will be in full PPE (mask, gown and gloves) and will be set up downstairs on main lobby floor by the elevators behind the security desk for 7:30 AM and remain there until last drop off.
- The Supervisor will arrive at the school and immediately don full PPE gear as above, however they will not leave the floor (unless fire drill) and be ready to greet staff in front of our daycare door by 7:30 and 8:00 for Parents.
- Kare Rep and Supervisor will communicate by text to ensure Supervisor is ready for next person to enter elevator. Only one person on the floor at once entering our suite. Staff can go up in groups of 4 only if screening is complete however parents can only go one at a time to allow the child to properly enter the school.
- Staff must arrive no later than 15 minutes before their shift, unless under probation. However, for the first few weeks it is recommended that staff leave home earlier due to unexpected travel delays, elevator delays and prescreening procedures.
- All Parents/Guardians must ensure emails by centre are addressed, client must be in good compliance and paperwork and back up items for the child are all up to date, prior to arriving at Kidz Kare. Missing administration or articles missing will result in service refusal.
- No unscheduled visitors allowed. Essential visitors may only enter through appointment only, unless governing inspector. Parents will not be allowed inside the centre during the Pandemic Recovery Period.
- Only one parent should come to Maple Leaf Square to drop off their child. We ask that the parent who drops off in the morning is the parent who picks up in the evening if at all possible. Parents should be prepared to show identification (difficult to identify while wearing a mask!) to whomever is checking you in.
- Parents who want to address any matters should not approach Kare Rep or Supervisor while doing intake or screening. They should be directed to TorontoSupport@KidzKare.ca. All absents should also be handled in CRM and emailed to TorontoSupport@KidzKare.ca.
- All adults must wear a mask to be allowed entry into Maple Leaf Square, as required by Cadillac Fairview (building mgmt).

Children Drop Offs

- All children drop offs will be prescheduled. Parents will not be able to utilize security cards and walk into the centre to access anything, including their child's cubby/classroom during this time.
- We ask that only one parent come to Maple Leaf Square to drop off their child
- Parents will need to line up at a minimum of 2 meters apart and arrive five minutes before their designated time. They will be prescreened, and their child's temperature taken before allowing access to elevators. Please bring identification with you to drop off and pick ups!
- Once assessed and cleared, they will then proceed to elevators with their child, excluding stroller and/or any unnecessary items, to the third floor and ring the Kidz Kare doorbell. A Kidz Kare representative will come out, wipe doorbell with sanitation spray and sign the child into the Sandbox CRM system, then take the child to their assigned class/cohort.
- Only one parent can be in the front of the main Kidz Kare doors at any given time. Should a parent come off the elevator and see that another person is not done their drop off, they must go back downstairs and wait another few minutes before coming up again to the third floor.
- Reminder that an alarm/siren will go off should front door remain open for too long. It is very important that parents put their child down when asked and that a Kidz Kare staff either take their hand or pick them up (depending on the child's ability) to bring them in to the centre. Even if a child is crying, we ask that only Kidz Kare staff take the child in to the centre. Once the child has been taken inside, the parent can proceed to exit down the elevator. Parents cannot remain waiting outside of the Kidz Kare doors or lingering anywhere on the third floor. You can assume your child is fine and if we feel the child had a hard day, we will reach out to you for an early pick up if necessary.

Children Pick Ups

- We ask that only one parent come to Maple Leaf Square to pick up their child and that each family does their best to limit the different individuals who pick up during this time. All adults must wear a mask to be allowed into Maple Leaf Square, as required by Cadillac Fairview (building mgmt.).
- Parents will have a designated pick up time.
- Parents should ring the Kidz Kare doorbell at their designated time only, in order to prevent any gathering on our floor and ensure there is a safe distance between each person picking up.
- Children will be prepared and ready for pick up by their teachers for their designated time and be ready in their own groupings.
- Once the approved individual has picked up their child, the Kidz Kare Representative will sign the child out of the Sandbox CRM system and sanitize the doorbell and door handle.

Should you have any questions or need further clarification on this matter, please notify TorontoSupport@kidzkare.ca.