

City of Maple Ridge COVID19 - Active Kids Club Safety Plan Procedures & Guidelines

The City of Maple Ridge (CMR) has developed the following procedures and guidelines with the purpose of preventing the spread of COVID-19 and safely operating the Active Kids Club (AKC) programs. These procedures & guidelines represent the standards that staff, participants and guardians must meet based on the information from the Provincial Health Officer (PHO), the Centre for Disease Control (CDC), Fraser Health Licensing, the School District 42 and the BCRPA. The City of Maple Ridge will continue to take direction from the advice of the PHO and the Provincial Government.

The Active Kids Club program will additionally follow direction from the Provincial Health Authority and the standards and guidelines for Child Care providers. Please find out more about these guidelines at <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care-response-covid-19/child-care-response-covid-19-provider/child-care-response-covid-19-health-safety>

In this plan “users” includes all persons associated with the program. This could include staff, children, and parents, guardians, caregivers & authorized pick up persons.

AKC CAPACITIES

PROGRAMS	Max Capacity
Laity View Active Kids Club (5-12 years)	32
Yennadon Active Kids Club (5-12 years)	24
Yennadon Annex Active Kids Club (5-9 years)	20

PHYSICAL DISTANCING

- All users will maintain a minimum physical distance of 6 feet or 2 meters from each other where possible.
- All users will follow posted directional signage & physical distancing markers to maintain a minimum distance of 6 feet or 2 meters from each other where possible.
- Activities will be programmed to maintain physical distancing where possible.

AKC Licensed Child Care Space – licensing regulations requires 3.7 meters square per child in licensed spaces. This exceeds the physical distancing allotment during COVID-19.

Washrooms – the staff and children in the AKC program will follow the occupancy limits and protocols posted in the school washrooms

Hallways – the staff and children in the AKC program will follow the directional signage and flow of the school hallways.

Common Areas – the staff and children in the AKC program will follow the occupancy limits of common rooms including but not limited to, staff rooms, kitchens, and gymnasiums.

STAFF RATIOS

- Staff ratios for the AKC program are 12 children to 1 staff (12:1).
- When groups are larger than 12 children, staff will divide the group into 2 smaller groups.
- Each smaller group of children will be supervised by an AKC staff.

PROGRAMMING SPACE

- AKC programs will be facilitated indoors in the licensed child care space as well as common spaces such as gyms.
- Daily activities will be set up to encourage physical distancing.
- Increased solitary activities and individual supplies will be used to reduce the amount of shared supplies in program.
- Outdoor programming will be utilized as much as possible for activities and games. Staff & children must come prepared for the weather daily.

PERSONAL PROTECTIVE EQUIPMENT (PPE) & MASKS

STAFF

- All AKC staff will be required to wear a mask indoors and outdoors.
- All staff will be required to wear PPE in the event of a first aid incident
- All staff physically supporting children with care plans requiring care closer than 6 feet/2 meters will be required to wear PPE.

CHILDREN

Children in grades 4, 5, 6 & 7 are required to wear masks indoors at AKC and physically distance 2m from others.

Children are not required to wear a mask during the following times at AKC:

- While outdoors;
- While eating or drinking, 2 meters from each other;
- If a child cannot tolerate wearing a mask for health or behavioural reasons (*an email must be provided from parent or guardian to akc@mapleridge.ca*);
- If a child is unable to put on or remove a mask without the assistance of another person (*an email must be provided from parent or guardian to akc@mapleridge.ca*);
- If the mask is removed temporarily for the purposes of identifying the person wearing it;
- High Intensity physical activity that is not stationary in the gym space such as basketball, volleyball and soccer – this type of activity will be taken outdoors when weather allows it;
- Parents and guardians are asked to provide a clean non-medical mask for AKC participants daily.

Children in grades K, 1, 2, & 3 are recommended to wear masks however it is not required. This age group must maintain 2m distance from others where possible.

PARENT & GUARDIANS

- Parents, guardians, caregivers and authorized pick up persons must wear masks while on school district 42 property for contactless sign out.

PERSONAL HYGIENE

- Staff will be required to perform “hand hygiene” (either hand wash or hand sanitize) upon arrival/departure of the school, before and after food prep, serving food, administering medications, using PPE, after using the toilet, changing diapers, coming in contact with bodily fluid, cleaning tasks, handling garbage or when visibly dirty.
- Children will be supported by staff to perform “hand hygiene” when arriving/departing from the AKC program, before/after eating, after using the toilet, playing outside, before and after using supplies that could be shared, sneezing or coughing, handling pets, or when hands are visibly dirty.
- Visual posters will be used to encourage proper hand hygiene, sneezing and coughing etiquette and procedures during program.

CONTACTLESS SIGN-IN/OUT

- Participants will walk from classrooms to the licensed AKC room at school dismissal.
- Kindergartens will be picked up by an AKC staff directly from the classroom and walked to AKC where they will be signed into the program.
- Parents/care givers will not be permitted to enter the school and must remain outside.
- To access children during the program please call the AKC location program cell phone.
- AKC participants will be released from the program staff with a contactless sign out procedures for parents/care givers/authorized pick up persons.

HEALTH SCREENING

- Before arriving to work each day, AKC staff must complete the City of Maple Ridge online COVID-19 Screening Questionnaire.
- Before arriving to school each day, parents and care givers must assess & monitor symptoms associated with COVID-19.
- The following tools to can be used to assess health:
 - School District 42 assessment tool, <https://www.sd42.ca/assets/media/Daily-Health-Assessment-Checklist-Updated.pdf>
 - BC Health COVID-19 Symptom Self-Assessment Tool <https://bc.thrive.health/>
 - If staff, children, parents or caregivers answer ‘yes’ to any of the questions on the assessment, they must stay home and are not permitted at AKC
- If a child is sick and our registration department is notified via email at registration@mapleridge.ca by 8:00 AM the day of care, a refund will be provided for that day of care.
- If a child is sick and our registration department is notified after 8:00 AM the day of care, no refund will not be provided. Any additional days after this date will be refunded if the City of Maple Ridge registration department is notified via email to registration@mapleridge.ca .

If a child develop symptoms during the program,

- The child will separated from the group immediately and will be supervised.
- A parent/caregiver or emergency contact will be called for immediate pick up.
- The child will remain in the isolated area under supervision until a parent or caregiver picks the child up from AKC.
- The child must not attend AKC unless they are assessed by a health professional and their symptoms have resolved.

If a staff person develops symptoms during the program,

- An AKC supervisor will be notified immediately.
- The staff will separate themselves from the AKC group.
- The staff will leave the school, go home, self isolate and are advised to be assessed by a health professional by calling 811.

HEALTH DISCLAIMER

Users attending the AKC programs are indicating/stating that you and/or your child(ren) or staff:

1. Have not been outside of the country in the last 14 days
2. Have not been in contact with someone who has been exposed to COVID-19
3. Have not been tested in the last 14 days for COVID-19
4. Have not been asked to quarantine/self-isolate by health officials
5. Have not exhibited symptoms of a fever, cough, difficulty breathing or loss of sense of smell.
6. Commit to following the procedures and practices put in place by the City of Maple Ridge to ensure the safety of yourself, other users, our staff and the community.
7. Understand that failure to follow these practices and procedures could result in City of Maple Ridge staff asking you to leave AKC.

CLEANING

- Staff will clean/disinfect high touchpoint surfaces at the beginning of the program and as needed.
- Staff will use clean and dirty bins at each program location to ensure any equipment that has been touched gets cleaned and disinfected after use.

ADDITIONAL INFORMATION

Prior to attending the Active Kids Club programs, please review our Parent Handbook found on the AKC webpage at <https://www.mapleridge.ca/1469>