



HEALTH & SAFETY: COMMUNICABLE DISEASES POLICIES & PROCEDURES

POLICY STATEMENT

Under the guidance of the local Public Health Department, Ministry of Health: COVID-19 Guidance: Summer Day Camps, and other applicable legislation, the following health & safety measures have been developed to ensure we are doing our due diligence to take every reasonable precaution to prevent the risk of spreading communicable diseases, such as COVID-19, to increase the safety of interactions among participants, facilitators, families, and visitors to Dogwood Forest. *Please keep in mind that our policies may change or adapt to the evolving situation as information becomes available.*

PURPOSE

To ensure that all employees and families who attend our programs, are aware of and adhere to the following policies regarding the exclusion of sick children.

APPLIES TO

This policy applies to all employees, volunteers/placement students, children, and any other persons engaged in business with Crossley Aquatics Ltd: Dogwood Acres

PROCEDURES

When children/participants are ill, employees will ensure the following:

- Ill children/participants are cared for and comforted by employees, while monitoring symptoms
- Ill children/participants will be separated from others when possible
- Symptoms of illness will be recorded in the attendance records
- The parent/guardian of the ill child/participant will be notified to take them home; or
- If it appears that the child/participant requires immediate medical attention, the child/participant will be taken to the hospital by ambulance and examined by a legally qualified medical practitioner or a nurse registered under the Health Disciplines Act. R.R.O. 1990, Reg. 262, s. 34 (3).

When to Exclude

- Employees should exclude a sick child/participant when the child/participant has two signs and/or symptoms that are greater than normal, or if the child/participant is unable to participate in regular programming because of illness.

Exclusion Examples

- If a child/participant has diarrhea and a fever that is above normal for that child/participant, then exclusion should occur
- Child/participant has runny nose, fever, generally not feeling well and parents request the child/participant does not participate in specific activities. Exclusion should occur

How to Exclude

- When excluding a child/participant, they must be separated by at least 2 metres/6 feet from others and will stay in a designated place until the parents/guardians can pick up the child/participant

Surveillance

- Ensuring that all environmental conditions are constantly monitored is essential in prevention and reducing illness.
- Employees must monitor for an increase in above normal amount of illnesses among other employees and children by looking at the normal occurrence of illness at that location and during the specific time period.

Ensure surveillance includes the following:

- Observe children for illness upon arrival
- Record symptoms of illness for each child
- Record attendances and absences
- Record any outings, special events, etc.

Child returning from exclusion due to illness

- If symptoms are COVID-19 related or any other communicable disease related, participants should remain home and isolate for 10 days from the start of symptoms, unless the participant has been cleared by Public Health and then they can return after a 24 hour period

MODIFYING BEHAVIOURS THAT REDUCE THE SPREAD

Health Screening

- Health screening in the form of a checklist will occur each day at the time of drop off/arrival and hand sanitizer or hand washing with soap & water will be available for use upon arrival
- Participants are to be accompanied by a parent/guardian and a parent/guardian must be available to respond to screening questions at the time of drop off/arrival
- If a participant is feeling sick or unwell and does not pass the on-site health screening, they will be asked to go home and not return until symptoms have been absent for a minimum of 24 hours
- If symptoms are COVID-19 related, participants should remain home and isolate for 10 days from the start of symptoms, unless the participant has been cleared by Public Health and then they can return after a 24 hour period
- Please review the updated Health Screening Questions for further guidance

Staying Home when Appropriate

- If the participant is feeling sick or unwell
- If the participant has been in contact with someone who is sick with new respiratory or COVID-19 related symptoms or who recently travelled outside Canada
- If the participant has travelled outside of Canada in the 14 days prior to their program
 - Participant(s) should quarantine for 14 days if no symptoms present or isolate for 14 days if symptoms are present as mandated by the Government of Canada: Quarantine Act prior to returning to his/her program
- If the participant has been in close contact with someone who tested positive for COVID-19 in the last 14 days

Hand Hygiene & Respiratory Etiquette

- Hand sanitizer, hand washing stations (Fall/Spring/Summer), and tissue will be available to all participants, staff, and visitors; participants are encouraged to bring their own hand sanitizer and tissue
- Hand sanitizer or hand washing will be recommended before and after use of any shared tools or craft materials and practiced before meals and as required
- Appropriate hand hygiene and respiratory etiquette will be discussed with participants on the first day of programs and as required to promote awareness, education and understanding of these health practices

Face Coverings

- Our programs operate primarily outdoors and our shelters have open walls; one shelter is a tipi
- Once temperatures drop significantly, we add an insulated tarp to the “Den” shelter to enclose it
- Face covering can include non-medical masks/cloth masks; scarves, neckwarmers, and bandanas are no longer sufficient as masks need to be tight fitting over nose, mouth and chin
- All children who are able should remember to pack a mask/face covering each week and have spare masks/face coverings in their bags should they need to change it during the day
- **Outdoors:** Masks/face covering will be required for all facilitators and children in Grade 1 and up and encouraged for SK and under when physical distancing cannot be continuously maintained
- **Indoors:** During this time mask/face coverings will be required for all facilitators and children in Grade 1 and up; this includes use of the “Den” shelter, tipi, or washroom

- **Mask Exemptions**
 - We understand face coverings may not be appropriate for everyone for various reasons
 - Please notify us in writing if you feel this will be an issue for your child
- Our intention is to reduce Indoor time as much as possible
- Indoor spaces will only be used in the event of inclement weather and taking shelter until parents/guardians can pick up their child
- Eating snacks/lunches **will not** be an indoor activity
- Facilitators will wear a face covering in the enclosed shelter & wash hands/ use hand sanitizer as required

MAINTAINING HEALTHY ENVIRONMENTS

Participant Cohorts

- Each day has a maximum of 40 participants on site with a minimum 6:1 participant to facilitator ratio
- Participants will be placed into groups of 10 to create a cohort and will have their own designated site; 2 facilitators will be designated a site and cohort
- Pending group size restrictions, 1 cohort may be made up of 20 campers and 4 facilitators

Cohort Facilities

- There are 2 portable washrooms on site and hand sanitizer will be available at each washroom; washrooms will be cleaned daily with appropriate cleaning materials; masks will be required when using the washroom
- Each site will have a hand washing station (Fall/Spring/Summer) and a drinking water refill station
- Sharing supplies will be limited as much as possible and cleaned between cohort use as required

Cleaning Procedures

	Example	Cleaning Protocols	Disinfecting Protocols
		<ol style="list-style-type: none"> 1. Spray soapy water or standard regular cleaner on surfaces. 2. Wipe the surfaces. 	<ol style="list-style-type: none"> 1. Pre-clean any visibly soiled areas. 2. Spray a diluted bleach solution on surfaces making sure to wet thoroughly. 3. Allow the surfaces to remain wet for 5 minutes. 4. Wipe the surfaces or allow to air dry.
Low Touch Areas	<ul style="list-style-type: none"> • Picnic Tables • Sitting Stumps 	Cleaning of wooden surfaces not recommended as per Ministry of Education Guide to Reopening	
High Touch Areas	<ul style="list-style-type: none"> • Washroom Surfaces • Bag hooks 	Lunch and End of Day End of day	Twice per day Once per day
Shared Cohort Items	<ul style="list-style-type: none"> • Tools, craft supplies, etc. 	Facilitator will wipe down tools and supplies as needed between users	After items are finished being used, they will be placed in a designated bin and will be disinfected at the end of each day



MAINTAINING HEALTHY OPERATIONS

Contact Tracing

- In order to facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak, a daily record will be kept of participants, parents/caregivers & staff entering the private park setting; non-essential visitors will not be permitted at this time
- This information will include names, contact information, and completion of the health screening checklist

Procedures for a Suspected COVID-19 Case

- If a participant or anyone in their family is feeling sick and experiencing specific COVID-19 related symptoms, we ask that the participant remain home and the individual is encouraged to get tested at the local public health unit and for further guidance.
 - If there is a suspected case of COVID-19, parents/guardians must notify us as soon as possible; we will contact the local public health unit for guidance on appropriate actions to take and provide applicable information as necessary (i.e. attendance reports)
 - If a positive case is identified, the local public health unit will conduct contact identification and follow up with identified contacts as required and will require our support via attendance records
 - The public health unit will assess risk of exposure. **Those at high risk will need to isolate for 14 days.**
- If a participant begins to experience symptoms of COVID-19 while on site, that individual will be separated from others in a designated area until he/she can be picked up; the individual will be provided with appropriate personal protection equipment and supplies (i.e. disposable gloves & mask, tissues, etc.)
- If a facilitator develops symptoms of COVID-19, they will be asked to return home and self-isolate immediately; a spare facilitator will join the cohort to ensure safe distancing and supervision
- The space and any items used by the individual will be cleaned and disinfected immediately

OUTBREAK AND OTHER CONSIDERATIONS

- Based on the guidance of the local Public Health Unit as information becomes available
 - Will include consideration of case numbers, cohort implementation, number of cohorts impacted, consideration of the needs of vulnerable participant populations, possible closure or cohort quarantine to allow for case and contact management, cleaning and disinfection, etc.
- Open and timely communication with families and the local public health unit

ADDITIONAL DISCLAIMERS

- Participants who test positive for COVID-19 may not return to their program until they are cleared according to public health guidance
- We reserve the right to send a participant home if we feel he/she is sick and/or putting themselves or others at risk
- Crossley Aquatics Ltd: Dogwood Acres will strive to follow all provincial and municipal guidance from regulators and health authorities and make adjustments as required