

UNPACK N' PLAY OPERATIONAL CHANGES DUE TO COVID-19 VERSION: AUGUST 10, 2020

The following list of operational changes is intended to be a "living document" which will change as we adapt to a new and ever shifting environment. We will post the most recent version of this document on our website www.citywestedmonton.com to ensure you always have access to the latest information.

SAFETY

- Staff members, parents and children must not attend the program if they are sick, even if symptoms resemble a mild cold. Symptoms to look for include: fever, cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, nausea, vomiting, diarrhea, conjunctivitis, and a general feeling of being unwell.
- Any program connected to a confirmed or probable case of COVID-19 will be required to close for a minimum of 72 hours to allow contact tracing, and then adhere to recommendations from Alberta Health Services. Parents are required to contact Alberta Health Services to discuss the need for testing/contact tracing for any child who develops symptoms of illness prior to them returning to the program. A child who has tested negative for COVID-19 but still has persistent symptoms cannot return to the program until symptoms clear. These protocols will be strictly enforced despite our previous level of flexibility with lingering minor cold symptoms. **As a general rule, children may return after 10 days OR with a negative COVID-19 result, in both cases presuming they are symptom free.**
- Unfortunately, we will not be allowing visitors or guests into the program.

PHYSICAL DISTANCING • It is unreasonable to ask that young children maintain physical distance from each other while in the program. For this reason children will be limited to interactions only within their cohort group. Cohorts cannot mix with other cohorts or be within in the same room/space at the same time. Please make this your main cohort group.

For fall 2020 sessions, our maximum cohort size will be 20 individuals (adults and children) to minimize the risk of potential exposure to COVID-19. We ask parents to maintain physical distancing of 6 feet where possible, in addition to wearing a mask.

ARRIVAL AND DEPARTURE PROCEDURES • Before coming to the program, please perform a health screen and temperature check for yourself and your child/ren. • Families are asked to enter the building one at a time to ensure we can maintain physical distancing. We ask that parents and, if possible, children wear a mask and wash hands upon entering the building, during the session and before leaving the building. **Upon entering please fill out the health questionnaire located in the front.** • We will be performing temperature checks for adults and children. Please indicate temperature on the daily screening questionnaire, which needs to be filled out and provided each time upon arrival. • Hand sanitizers will be available. Please use it

prior to providing staff with your questionnaire. Children are encouraged to wash their hands with soap and water upon entering, to avoid using alcohol-based sanitizer for their little hands - it is not recommended for young children. • When leaving please do not stop to talk with other parents within the foyer, as this makes physical distancing more challenging. Feel free to do so safely outside! • Please do not bring any toys from home.

PROGRAM • Individual care packages with crayons (one time for the use over 11weeks), craft supplies, activity supplies and handouts will be provided to families on a weekly basis • Books will be placed in bins at the end of each session and removed from use for 7 days. • During snack time parents are asked to wear masks and provide a snack for children only.

CLEANING • Toys and equipment will be cleaned and sanitized in between sessions/cohort groups. • Toys that cannot be appropriately sanitized will not be used. • Toys requiring sanitation will be removed from play and sanitized prior to being used again. • Frequently touched surfaces and equipment will be cleaned and disinfected.

INDIVIDUAL CARE PACKAGES

Individual care packages with crayons (one time for the use over 11weeks), craft supplies, activity supplies and handouts will be provided to families on a weekly basis. These will be available for families enrolled in online, in-person and outside sessions/groups. Families enrolled in online sessions will be welcome to pick up these packages at City West (9915 148 St) by appointment only. Please let us know if you are not able to pick them up.