

## Health and Safety Guidance Related to Operations in HCC - COVID-19

This Health and Safety guidance document will support Toronto Early Learning & Child Care Services (TELCCS) Home Child Care in implementing Health and Safety procedures and processes outlined in the Ministry of Education *Operational Guidance during COVID-19 Outbreak* and Toronto Public Health's *COVID-19 Guidance for Child Care Settings*. Health and Safety policies and procedures regarding COVID-19 protocols will be shared with families of children attending Toronto Home Child Care homes.

Policies and Procedures have been developed for all Toronto Home Child Care locations including Toronto Home Child Care. Specific procedures will be found in each of the following documents:

- Environmental Cleaning and Disinfecting HCC Policy and Procedure – COVID-19
- Exclusion of Sick Children HCC Policy and Procedure – COVID-19
- Hand Hygiene HCC Policy and Procedure – COVID-19
- Health Screening HCC Procedure – COVID-19
- Management of Communicable Diseases HCC Policy and Procedure – COVID-19
- Management of Outbreaks (non-COVID-19) HCC Policy and Procedure – COVID-19
- Personal Protective Equipment (PPE) HCC Policy and Procedure – COVID-19
- Physical Distancing HCC Policy and Procedure – COVID-19
- Procedure for Suspected or Positive COVID-19 cases HCC– COVID-19
- Toileting and Diapering HCC Policy and Procedure – COVID-19
- Toy Washing and Disinfecting HCC Policy and Procedure – COVID-19
- Nutrition Services – Cleaning, Sanitizing and Disinfecting – COVID-19
- Nutrition Services – Dishwashing and Sanitization – COVID-19

### General

- All in-person meetings and group events will be rescheduled. It is encouraged to have meetings, including with families, virtually.
- When holding infants and/or toddlers, providers / home visitors must use blankets or burp cloths over clothing and change the blanket/burp cloth between children.
- Increase public health awareness by posting COVID-19 signs to raise awareness about health and safety measures that can help prevent the spread of COVID-19. Posters can be found in the Provider tool kit.
- Communication with stakeholders such as building owners/property managers (e.g. home child care that operates in shared spaces like apartment buildings) on a routine basis to provide updates about policies and procedures and to align any gaps or concerns regarding infection prevention and control **practices**.
- HCC Providers need to understand the increased risk involved in operating a home child care program during the COVID-19 pandemic. [Toronto Public Health](#) does indicate that persons who are over 70 or have [medical conditions](#) are at a heightened

risk if they come in contact COVID-19. Consideration needs to be taken if there are vulnerable people living in the home including residents that are 70+ years old.

### Program

- Communal sensory activities are suspended. Single use sensory materials can be used (individual playdough, individual bin with water). These activities must be discarded immediately after use and bins cleaned and disinfected.
- Singing should be avoided indoors and ensure physical distancing for singing activities outdoors.

### Food

- When providers and children are eating provider prepared food, serving utensils must be changed or disinfected between use
- Food must be served using utensils, and utensils must not be shared
- Sharing of non-home child care prepared food items must be avoided to ensure hands are not touching multiple items, **this includes pot lucks etc.**
- Do not allow any self-serve arrangements in the program
- Food items can be served from the kitchen area
- Avoid multiple hands touching proximal items. Shared items such as salt shakers and condiments must not be available for self-serve
- Children must not prepare food that will be shared with others
- There must be no food provided by the family/outside of the regular meal provision of the program. If the regular meal program permits food to be provided by the family (i.e., in special circumstances), enhanced precautions for handling and serving the food must be implemented.

### Group Sizes

- Home child care groups are defined as a group of children and the provider assigned to them, who stay together throughout the duration of the program.
- Home child care groups will follow appropriate CCEYA regulations for ratios and group sizes within the maximum group size of no more than 6 children, and one provider.
- All groups must stay together and not mix with other groups indoors or outdoors.

### Visitors and Drop Off / Pick Up Procedures

- Policies and Procedures are in place to support physical distancing and safe pick up and drop off of children. Please refer to Physical Distancing HCC Policy and Procedure – COVID-19 and Health Screening HCC Procedures – COVID-19 and Health Screening Instructions – COVID-19 for **specific set up and processes.**

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- Non-essential visitors will not be allowed to enter the provider home. Ministry of Education staff or other public officials will be allowed to enter and inspect the provider home at any reasonable time, and must be screened before entry.
- Anyone entering the provider home including the above, will need to be screened and pass the screening test.
- Each provider home will maintain daily records of anyone coming into the centre (maintenance, cleaners, inspectors, special needs staff etc.) including names, time in and out, purpose and areas visited. These records will be kept up to date to facilitate contact tracing.
- There will not be any volunteers or students at the provider homes during this **time**.
- Pick up and drop off times for children are to be staggered to avoid gathering in the hallway and entryways.

Revised: July 7, 2020