

Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Introduction

This plan outlines specific safety measures that will be implemented at Pathway Church's Children's Programming in response to the ongoing COVID-19 pandemic. It should be considered supplemental to the existing Day Camp Safety Plan (per s. 10 of O. Reg. 503/17: Recreational Camps).

The focus of this plan is ensuring the safe operation of a Children's Program for children and volunteers of Pathway Church. It contains requirements for children, staff, volunteers and others. Everyone on site during Pathway Kids programming are expected to comply with the policies contained herein.

A soft copy of this safety plan shall be made available on the Pathway Church website and a hard copy shall be kept in the Pathway Church Office. This plan shall be reviewed and all hard and soft copies will be updated as needed in a timely manner if and when changes are needed.

In the event of any conflict between this document and any orders or directives issued by the Ontario Minister of Health or the Chief Medical Officer of Health (CMOH) or the local medical officer of health, the order or directive prevails.

Definitions

"Child" or "children" means a child(ren) or teenager(s) who have registered for the Pathway Kids program and attends the Sunday morning program (on Sundays between the hours of 8:30a – 12:00p).

"Parent/Guardian" means the parent or guardian of a child registered in the Pathway Kids program.

"Staff" means paid persons who daily supervise, lead, teach, serve or work to operate the program and maintain the property.

"Volunteer" means any person who visits the property to assist with the operation of the program

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Arriving at Pathway Kids General Policies

- Anyone seeking to enter the property shall not do so except through the designated entry point. Physical distancing of 2 metres between persons of different households shall be maintained. Suitable markings shall be placed at the entry point to assist with proper physical distancing in the wait line.
- If not pre-screened, a designated office staff member shall conduct a COVID-19 symptom screening procedure which shall consist of asking a series of health questions (as per Ontario Ministry of Health guidelines). Anyone who does not meet the screening thresholds will be asked to leave the property immediately and encouraged to seek medical care.
- Everyone is encouraged to sanitize their hands upon entering the property. Pathway Church shall provide a sanitizer dispenser for this purpose at multiple locations, particularly entrances to all buildings and washrooms.
- child(ren)s, staff and others who choose to disregard these COVID-19 requirements may be removed from participating in the Pathway Kids program at the Director's discretion.

Pre-screening

- Parents/guardians must complete an online screening form when reserving spot for attendance at a Sunday morning Service.
- Passive screening must be achieved by posting signs at the entrance, check table and should include:
 - explanation of symptoms of COVID-19
 - actions to take if they have symptoms or have had exposure to (ie:screening is positive)
- Active screening must be achieved by using an online, paper-based, or in person screening tool and can be completed : at home prior to arrival or upon arrival at program setting prior to entry
- If the child(s) or anyone in the household exhibits COVID-19 symptoms, the child(ren) must NOT be sent to Pathway Kids. Peterborough Public Health should be contacted at 705-743-1000 and they will provide instructions to follow.
- If a child(ren) arrives at the property without completing the online pre-screening prior to arrival, children will be screened on-site.

- Staff shall check-in upon each entry into the property and must attest to a COVID-19 self-assessment daily. Staff who have not been on the property earlier the same day shall be subject to full COVID-19 symptom screening procedures.

Page 2 of 8

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Essential Visitors

- Every essential visitor including parents/guardians, and volunteers must inform and receive permission to enter the property prior to arrival, attest to a COVID-19 self-assessment and follow all sign in/out instructions given by the Pathway Kids team.
- Contact information must be collected in case of an outbreak requiring contact tracing.
- Volunteers shall sign-in upon each entry into the property, and must record name, phone number, date and time. Volunteers shall also be subject to COVID-19 symptom screening procedures.
- Unless otherwise directed by the Director, all non-program participants must maintain 2 metre physical distance, always wear a mask while indoors.

Drop Off Procedures

- child(ren)s shall check-in upon each entry into the property. One parent/guardian will be permitted to enter children's environment to drop off child at the door of their respective classroom
- Parents/guardians will be asked to confirm the online COVID-19 self-assessment form was submitted for each child(ren).
- If yes, the child(ren)(s) can be taken to their pre-assigned cohort and team.
- If not, they will be asked to do so before signing in their child(ren)(s) or the child(ren)(s) will be screened on site
- The designated team member shall wear a face mask. We request those being screened to wear a face mask during the screening procedure.
- Pathway Kids staff are required to keep and maintain attendance records, (including name, contact information, time of arrival/departure, screening to facilitate contact tracing in the event of a COVID-19 case or outbreak

- child(ren)s who do not meet the screening thresholds will be asked to leave the property immediately and encouraged to seek medical care.
- Once screening has been completed, child(ren) will be escorted to environment by one parent

Page **3** of **8**

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

General Pathway Kids Policies Mask Use

- Masks that fully cover the wearer's nose and mouth must be worn at all times indoors by all staff, volunteers and children entering Grade 1 and up
- child(ren)s and non-program participants may wear non-medical or cloth face masks to meet the above requirement.
- Masks are not to be shared or handled by others. Worn or wet masks must be replaced immediately. Used disposable masks are to be handled with care and put in bag-lined garbage containers for proper disposal.

Cohorts

- child(ren)s and staff will be assigned to cohorts and are not to interact with people outside their designated cohort during the Pathway Kids program.. Any activities, whether indoor or outdoor, will only occur with the same child(ren)s and staff in the same cohort throughout the duration of each day..
- Cohort sizes shall remain under 20 child(ren)s for each of the Small Groups
- Between 2 and 4 team members will be assigned exclusively to each cohort.
- Each cohort will be repeatedly reminded to have hand-washing breaks before and after snack or activity sessions
- Each cohort will have a designated space for each child(ren) to keep their belongings in. child(ren)s must not use any area other than their own designated space to store their belongings during the day.

Group Activities

- All group activities are to be done only with individuals in the same cohort for the full duration of each day of programming.
- Activities will be planned to allow for physical distancing as much as practically possible.

- Masks are to be worn during any indoor activity,
- Sports equipment will be designated exclusively to each cohort and/or cleaned and disinfected before each use.

Page 4 of 8

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Eating & Drinking

- child(ren)s in each cohort will be reminded to:
- Never share food, drinks, candy, utensils or any other items they brought with them.
- Snack will not be provided with the exception of Nursery/Toddler environments only.

Cleaning

- Any indoor space used by multiple cohorts shall be cleaned and disinfected after each use and made ready prior to the next cohort's entry.
- Each indoor activity room, all washrooms, and all high-touch surfaces shall be cleaned and disinfected at least twice a day or as more as required per use by different cohorts.
- Cleaning products used shall have their DIN numbers checked and confirmed as COVID-19 effective through Health Canada's list of approved disinfectants.
- Ensure all toys and equipment are made of material that can be cleaned and disinfected
- Sharing of objects, toys, equipment and surfaces will be minimized where possible

First Aid

- Staff administering non-emergency first aid to child(ren)s, staff or volunteers shall wear PPE including a face mask, and gloves.
- Staff administering emergency first aid shall make reasonable efforts to limit their physical exposure, and the exposure of others not involved, while waiting for paramedics to arrive.

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Departing from Pathway Kids

Early Sign-out

- Parents/guardians that need to sign out their child(ren) before the end of the daily program due to appointments or emergencies must notify the Director ahead of time and follow entry procedures as mentioned above. child(ren)s will be asked to wait with their belongings in a designated pick-up area and must be signed out and confirmed by one of our office staff.
- Only one parent/guardian at a time may approach the sign-out area, and a mask is required.
- If a line up occurs, 2 metre physical distancing is to be practiced.

Pick Up Procedures

- child(ren)s will be grouped in their cohort (team) in a physically distanced manner.
- Staff will mark each child(ren) as signed out and parent will escort the child(ren) to out of the building
- Once pick-up has been completed, the family shall safely leave the property without delay.

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

Staff Policies Preparation

- Staff must attend a mandatory Training that includes being trained in health guidelines related to the COVID-19 pandemic (i.e.: proper face covering, PPE, screening, physical distancing, cleaning and disinfecting, accessing the COVID-19 safety plan, and more) both for their protection and that of others.
- Each team member is required to review and attest to understanding this COVID-19 Safety Plan and commit to do their best to put it into practice.

Children of Staff

- Staff who must bring their children while they serve in this volunteer ministry may have their children participate in the daycare program during the sessions they are working on the property.

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids — (Revised September 8, 2021)

COVID-19 Symptoms & Exposure

In the case of a suspected or confirmed case of COVID-19:

Immediate Isolation

- Any child(ren)/team member who demonstrates COVID-19 symptoms during the day will be placed in a designated Isolation Area with their belongings.
- If a child(ren), they will be supervised by a designated staff member wearing appropriate PPE (mask, face-shield and gloves) and using hand sanitizer.
- If a staff member, they will be asked to return home immediately and seek medical attention. The Pathway Kids Director will assess the situation and arrange transportation if deemed necessary.
- Any volunteer or contractor who demonstrates COVID-19 symptoms shall be asked to leave the property immediately, self-isolate and seek medical attention.

Notification

- Parents/guardians of the symptomatic child(ren) will be immediately notified and must pick up their child(ren) from the program and leave the premises as soon as possible.
- If a case of COVID-19 is suspected, the Pathway Kids Director will notify Peterborough Public Health (PPH) at 705-743-1000 to collaborate on case management and determine next steps.

- The Pathway Kids Director will provide any records requested by PPH for contact tracing purposes and initiate Pathway Kids contact protocols with those we are directed to inform of the situation if a confirmed case of COVID-19 has been found.

Page **8** of **8**

Pathway Church Pathway Kids Safety Plan

COVID-19 Safety Plan for 2021-2022 Pathway Kids —(Revised September 8, 2021)

Impact on Program Operations

- Pathway Kids programs will continue unless directed otherwise by PPH. Following a confirmed case of COVID-19, Pathway Kids will follow PPH's direction for further testing, isolation and modification to procedures relating to child(ren) cohorts, affected staff/visitors or even the whole church.
- Pathway Kids understands that only the local Medical Office of Health or their designate will declare when an outbreak is over and that they will advise on next steps.
- child(ren)s, staff, volunteers or contractors who contract COVID-19 may not re-enter the camp property unless cleared by the Pathway Kids Director according to PPH guidelines.
- Pathway Kids is committed to working with PPH and the parents/guardians of child(ren)s to ensure the safety of everyone.