

CREATED MAY 2020



Operational Plan

for Lisa's Playhouse & Tír na nÓg Forest School
in a Covid-19 Environment





A New Beginning

REDUCING RISK DURING THE COVID-19 PANDEMIC

The COVID-19 pandemic has created restrictions that are necessary to reduce risk and our environments will not appear, nor function the same as we left them on March 16, 2020. To establish a new normal, additional health and safety measures are necessary to protect our employees, children and families. While it has been well established that physical distancing is the most effective measure for preventing the spread of COVID-19, requiring at least two meters distance between persons, we know this is not feasible in all aspects of caring for young children.

This document describes how we will mitigate the risks associated with our work as best we can, and the expectations of all persons entering our centres.



Reassurance

REDUCING RISK DURING THE COVID-19 PANDEMIC

We are very thankful for our rural setting at **Lisa's Playhouse** and **Tír na nÓg Forest School**. The children and staff are blessed to have lots of acreage to explore and enjoy learning about nature in a relaxed, stress free environment. So, from this day forward, Lisa's Playhouse will transition permanently into an outdoor/nature-based preschool and learning will take place beyond the 4 walls and fluorescent lights.

Being outside is the best way to navigate the negative impact of Covid-19. Our Outside space allows for social distancing to happen more naturally and less worry about over sanitizing toys and surfaces which could be harmful for the children as well. Getting outdoors has both physical and mental health benefits, including increasing physical-activity levels, boosting mood, preventing anxiety, and contributing to a healthy immune system. All children in our programs will be outside. The Forest School children will spend the entire time outside, while Lisa's Playhouse programs will be outside more than ever before. While we can't say we will be outdoors 100% of the time because of weather issues, we will be trying to stay out the majority of the day, not just in summer but try to embrace the other seasons as well as we can. There is so much learning in every season outside. We are counting on your cooperation to have the appropriate clothing packed for your child, so they are comfortable in all types of weather.

SEE APPENDIX D: Outdoor Clothing List



Getting your kids outdoors during COVID-19

<https://healthydebate.ca/2020/04/topic/getting-kids-outdoors-covid-19>

“When you’ve got the natural world at your fingertips, you don’t need so many toys, which means fewer surfaces where the virus can be passed on.”



“When you’ve got the natural world at your fingertips, you don’t need so many toys, which means fewer surfaces where the virus can be passed on.” Each child is given a bag containing their own paintbrush, crayons and glue stick, then encouraged to spread out and find their own space to do crafting activities.”
Zoe Sills, Earthtime forest school nursery in Elgin, Scotland.

Other schools around the world are adopting the same philosophy. Please read the links below to see what they are doing.

ITALY

<https://www.thelocal.it/20200502/italy-eyes-plans-for-kids-to-go-to-micro-nurseries-and-have-lessons-in-the-forest?fbclid=IwAR3GysPBjpXsbZHQMSu8wiU0UyOKhTiOlF2MrjB1fSp2vd3Tpngpoj4Nz8s>

SCOTLAND

https://www.theguardian.com/uk-news/2020/may/10/scotland-eyes-outdoor-learning-as-model-for-reopening-of-schools?CMP=share_btn_fb&fbclid=IwAR0J67TOTpneFQp67KLC_9TLyyUv-SvknIAK-e_CxojTSkuc9lcVxKw0BXk

SCOTLAND

<https://www.theguardian.com/education/2018/apr/02/forest-schools-grow-in-scotland-as-grasp-of-benefits-takes-root>



Check Us Out on YouTube

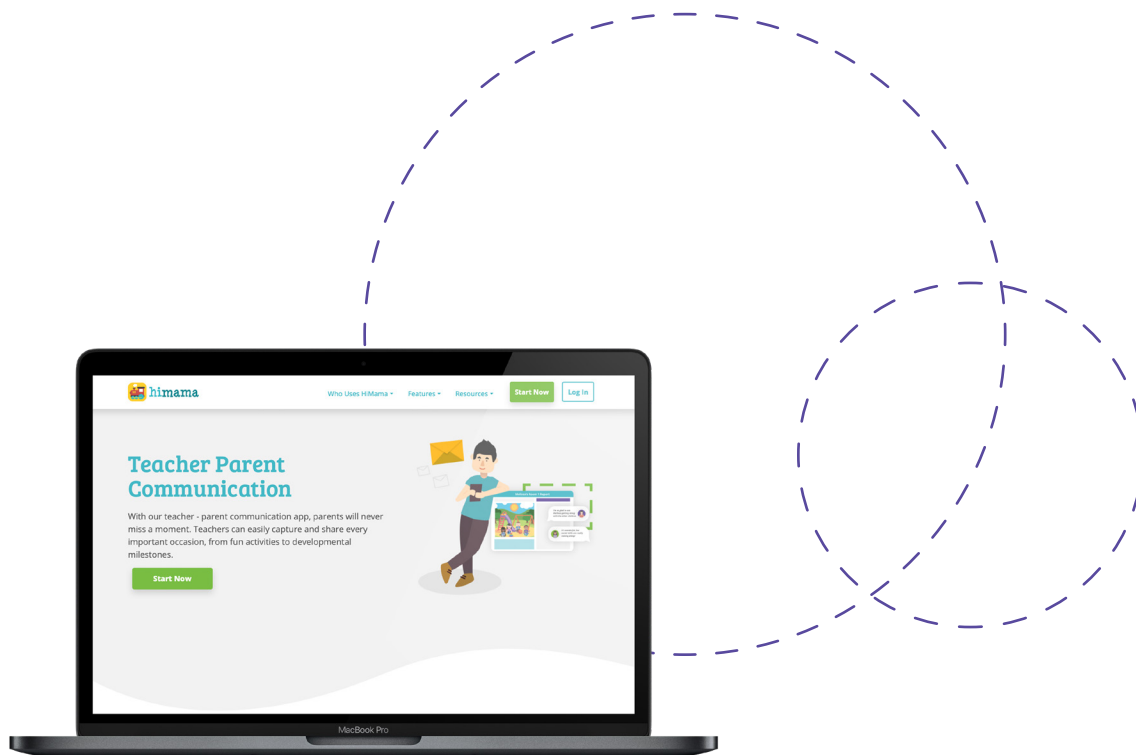
Please check out Lisa's YouTube to learn more about the outdoor education philosophy so you understand the importance of this unique learning style. We believe strongly in this. Remember we opened the first forest school in Atlantic Canada and have been leaders in our province helping other schools to embrace the outdoors with young children.

https://www.youtube.com/playlist?list=PLo7XW0dBBZL8UwYwgYYbjQ3XSS_deB3gw



Check out Lisa's Playhouse on YouTube

https://www.youtube.com/playlist?list=PLo7XW0dBBZL8UwYwgYYbjQ3XSS_deB3gw



Moving Forward

COMMUNICATION AND PATIENCE

We want to create a culture of moving forward at Lisa's Playhouse & Tír na nÓg Forest School. It is crucial to protect the innocence of our children and also the mental health of everyone else that enters our unique space. Below we attempt to outline measures we feel will help this effort in the coming days. We ask parents to please be patient with us as we navigate through these unprecedented times. To help lower the worry of parents, we have purchased a childcare software program called HiMama®. Never miss a moment with daily reports, real-time updates, photos and videos. Communicate with us and feel a whole new level of connection with your child's learning and development. Visit <https://www.himama.com/users/parents>



DID YOU KNOW?

HiMama® is the #1 Rated and Reviewed Daycare App. Thousands of happy customers and a 4.5 star rating!

Listening to the Children

REDUCING RISK DURING THE COVID-19 PANDEMIC

We are here to listen to the children's needs and observe any clues of stress or distress. Children want to be heard. They do not need detailed information about events, but they do need to talk about their feelings and express any fears they may have.

We will let the children know they can ask questions at any time. We will answer questions honestly with information that is suitable for their age level. Remember children are often listening when we talk to others about Covid-19. With this in mind, our educators will be minimizing discussions of Covid-19 and, as always focus only on being attentive to the children's enquiries.

Staff will teach good hygiene practices in a playful manner. Singing songs or using visual timers while washing their hands; and learning other preventive germ spreading measures like covering their coughs and sneezes properly are just a few ideas to engage the children in this important practice. We won't be singing songs like Head, Shoulders, Knees and Toes! We want to help the children get into the habit of not touching their faces or others!



We will answer questions honestly with information that is suitable for their age level.



Drop-off and Pick-up

A NEW DRIVE-THRU STYLE

Drop off will be done in a **Drive-Thru** style. Please pull in alongside the building, lining up from the paved part back and wait until the entrance is clear of the family in front of you. The drop off window will only be between **7am** and **9am**. Anyone that tries to come after this time will be turned away as the screening will only be available during this time. Children who are enrolled in our morning preschool can be picked up at the usual time of 12PM. The full day pickup window will only be between **4am** and **6pm**. When you arrive, there will be a designated staff member in the parking lot vicinity waiting for you. Their role is to message your child's teacher and have them accompanied up to meet you.

ALSO PLEASE NOTE: *Please arrange to have one person from your household to do the drop offs and pickups if possible. This will help in lower the risk of transmission.*





Daily Screening/ Health Checks

ALL CHILDREN, PARENTS, AND STAFF

The screening of all children, parents and staff will take place in the courtyard just before you would enter **Lisa's Playhouse**. Our “Walmart Greeters” will be waiting to make you and your child feel welcome when you arrive with smiles on their faces! **Please wait with your child in your car until the person in front of you clears the screening area.** As you make your way to our courtyard you will see two staff members with orange vests on. One to ask the screening questions and take temperatures, and the other to walk your child to wash their hands before they start their day.

If your child has seasonal allergies, we ask that you let us know so we can make a note in their file. If there is medication that they take, please have them take it each morning they are in attendance.

We have to ask you that you please be **hypervigilant** about where you and your family members are outside of childcare. We ask that you please stay inside your “*bubble*” at home so not to expose the children in our care to any more risks.

SEE APPENDIX A: Screening Questionnaire for COVID-19



HELP US HELP YOU!

We ask that you please stay inside your “bubble” at home so not to expose the children in our care to any more risks.

Groupings

5 GROUPS WITH THEIR OWN SPACE

Your child will be placed in a specific group. We have established **5 groups** and each grouping cannot come together at any time during the day, with the exception of first thing in the morning and last thing in the evening. The groupings will have their own outdoor space and indoor space.

Here they are as follows...

GROUP	AGES	# OF CHILDREN	INDOOR SPACE	OUTDOOR SPACE
HUMMINGBIRDS	0–2 ½	6	Hummingbird Classroom at LPH	Tree line area at the top of FS – behind the red swings
OWLETS	2 ½–3	10	Green Cabin at FS	Tree line to the left outside the fence playground
ROBINS & CHICKADEES	3 ½–5	15	Preschool Classroom at LPH	Fenced in playground
FOREST SCHOOL 1	5–8	15	Upper Classroom at LPH	Base Camp 1
FOREST SCHOOL 2	9–12	9	K-8 Shelter at FS	Base Camp 2

There is a maximum of 60 children in our licence but grouping sizes and location measurements affect this.

Maximum groupings of 15 children (plus staff) will facilitate distancing from other groups on the property, yet each group is exempt from the 2-metre physical distancing requirement, per the Office of the Chief Medical Officer of Health New Brunswick. For each group, the same educator(s) and same group of children will stay together as much as possible and staff to children ratios will be maintained at all times.

NOTE: *Siblings will be group together where possible. Also to mention, Lisa and Norah will be checking in with each group throughout the day and making sure everyone is doing ok. They will be doing this via text/phone and if need be in person with the 2-metre distancing rule.*

In order to accommodate physical distancing requirements, congregating in groups is not permitted. Staff will not be able to congregate for lunch or breaks in common areas to respect physical distancing. There will be no community days where all the children gather for games/music/outings for the time being.

Staff health will be monitored throughout the day by designated individuals as well. Please note that while strictly enforcing staff health is essential, this could result in child spaces being closed if adequate numbers of staff cannot be maintained. Child-to-staff ratios must always be maintained to ensure child and staff safety.

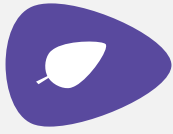
Fire Drills

NEW SAFE PLACES

We need to continue other safety measures as per licencing. Once a month, a fire drill is to be conducted. Instead of all of us meeting at one location like before we now will be using our designated outdoor play space as our “safe place” and gathering with our groupings.



We now will be using our designated outdoor play space as our “safe place”.



DID YOU KNOW?

We are endorsed as an Eco-Healthy Child Care program through

<https://cehn.org/our-work/eco-healthy-child-care/>

Program Planning

SIMPLIFIED WITH AN ECO-FRIENDLY APPROACH

Let's look back and try to remember our childhood. For most of you, those memories will be of something that you did outside. Moving forward, Nature will be our third teacher in every season. Gardening will be a huge focus. Reducing and Reusing will be stressed and recycling as a last resort.

We take this very seriously. Our passion is to connect children to nature and teach them to take care of their world. We want to encourage to everyone that visits our centre to minimize their carbon footprint and to be active global citizens!

Laughter is going to be a big part of daily routine and uninterrupted PLAY will be the majority of your child's work throughout their time here. Also, lots and lots of music, old fashioned games and we will be practicing our art of storytelling with and without books! There will be lots to do during the day that does not require "stuff". It is time to simplify and be totally present with your children. This is the gift we give that will keep on giving long after your children leave here and go onto their next adventure.

INSIDE CLASSROOM ENVIRONMENT ON INCLEMENT WEATHER DAYS.... LESS IS MORE!

- We will be reducing the amount of toys
- Rotate toys for cleaning & disinfection when the indoor classroom is used
- Removing play items that are not easily cleaned such as dress up cloths, stuffed toys
- Avoiding activities using sand, water table, shared playdough.
- Have a "yuck bucket" available for toys requiring cleaning and disinfection.
- When napping inside, the cots will be spaced well and children will be arranged so they nap head to feet. Blankets and sheet covers will not be shared and will be laundered weekly, or more often when soiled. Cots will be sanitized after each use. Children's blanket will be stored in their own separate bag.

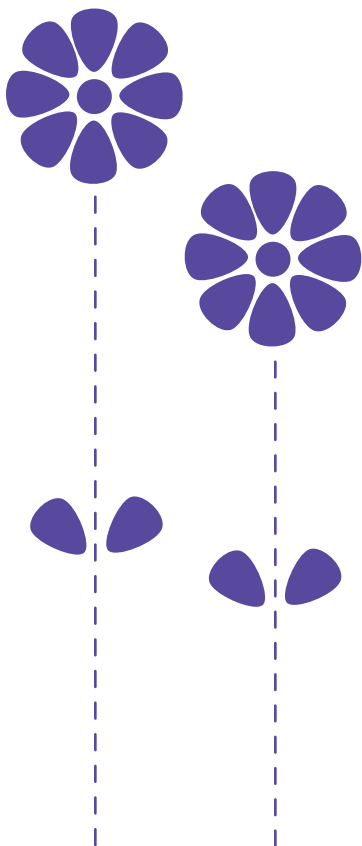
What Not to Bring

NO LONGER STORING EXTRA ITEMS

Included in your registration fees are **labels**, a **clean clothes bag**, a **dirty clothes bag**, **natural bug spray**, **natural sunscreen** and a **blanket** for rest time. On your child's first day back whatever you bring will be transferred over to these bags and your child's bag will be returned home at this time. We have decided to go this way to help us to manage your child's belonging effectively. We can no longer store extra items in your child's cubby because of the extra cleaning efforts and will no longer require blankets from home. Every day you will need to replenish your child's bag.

Please check out the weather the night before so you can pack appropriately. (See attached Outdoor Clothing List)

We have a "No Sharing" Policy now! We will continue to be vigilant that children or staff does not share food. Also toys or stuffed toys from home are prohibited. Donations will not be accepted.



What to Bring

REDUCING RISK DURING THE COVID-19 PANDEMIC

Please make sure all your child's belongings are labeled. To make it simple find a large Rubbermaid container and put only "Child Care" clothing in there labelled. This way the guess work is done. It is a huge struggle for us when things are not labelled! Anything unlabelled will go into the lost and found basket and will be donated at the end of every month.

In the past we have brushed children's hair with a brush that was sanitized between each child. Unfortunately, we will no longer be able to do this. If you wish for your child's hair to be done at the end of the day, please include a brush in your child's bag and let us know. Remember to label the brush too!

A healthy litter-less lunch and a refillable water bottle. **PLEASE LABEL ALL CONTAINERS IN YOUR CHILD'S LUNCH BOX.** We stress healthy choices because it helps strengthen our immune system while too many sugary treats weaken our immune system. **PLEASE PUT AN ICE PACK IN YOUR CHILD'S LUNCH BOX TOO FOR ADDED SAFETY IN THE WARMER WEATHER!** Also, do not forget utensils!

A Thermos! We are no longer able to heat your child's food up. If you want your child to have a warm meal, please send it in a thermos.

We want to arm ourselves with anything we can to ward off the nasty COVID-19 germs! Just a note: Bananas are a healthy food but, in the summertime, they are a nuisance.

DID YOU KNOW: *That when you eat a banana bugs are attracted to you? With being outside more we want to manage this as best we can.*

Only bring enough diapers for a few days. We no longer can store sleeves of diapers. That is a lot of storage space used up that we do not have. Your child's teachers will let you know if you are low or missing anything. This will be communicated through your child's profile on the Hi Mama App®. **No more sticky notes!!**



DID YOU KNOW?

That when you eat a banana bugs are attracted to you? With being outside more we want to manage this as best we can.

Cleaning and Disinfecting

REDUCING RISK DURING THE COVID-19 PANDEMIC

As like before, our attention to the cleaning and disinfecting of our school is high priority! At this time, it appears the virus is transmitted by larger droplets, like from a cough or sneeze. Current evidence indicates it is not airborne through long distances or times. However, it can survive up to a few days on various surfaces so frequent environmental cleaning is so important.

We use **EP50 ECOPURE** Cleaner Disinfectant for floors, walls and bathrooms. For sanitization and disinfecting of tables, mouth toys, change tables, etc., we use **ECOPURE EP51B Quaternary Disinfectant**. Because we are an eco-friendly centre we only use bleach as a last resort. Below are links to the information about our cleaning products.

<https://www.avmor.com/product/ep50-cleaner-disinfectant/>

<https://www.avmor.com/product/ep51b-quaternary-disinfectant/>

We have 2 full-time staff members responsible solely for making sure our space is cleaned and sanitized properly. For more details about our cleaning guidelines (see attached Cleaning and Sanitizing Schedule).



Visitors & Employee Logs

NO VISITORS OR VOLUNTEERS AT OUR SCHOOL DURING THIS TIME

There will be no visitors or volunteers at our school during this time with the exceptions of our licencing colleagues.

Regular procedure involves staff signing into classrooms in which they are working. At this time, staff will be limiting their movements in the centre and from classroom to classroom. However, when movement is necessary staff will be required to sign into the space, with the time entered and exited, for contact tracing purposes.

As per the Office of the Chief Medical Officer of New Brunswick, records of household members for each child attending their facility will be updated. A log will be kept for each self-contained group that would include the names of those in the group and date the group was established, in case Public Health asked for it to help with contact tracing. This will be required before your child can return.



Handwashing

WASH YOUR HANDS WELL AND FREQUENTLY

Handwashing is one of the most effective way to prevent the spread of COVID-19. Children will be monitored to ensure they are washing their hands correctly.

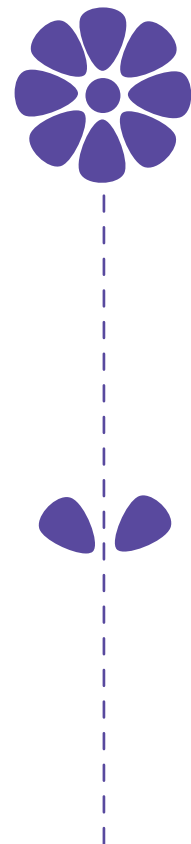
As per direction the New Brunswick Department of Health, all persons must wash their hands well and frequently, including in the following scenarios:

- on arrival;
- before and after meals;
- after using the toilet;
- after blowing nose, coughing or sneezing;
- after playing with shared toys;
- after handling animals or their waste;
- when taking medications; and
- after playing outside.

In addition, staff are required to wash their hands:

- before and after handling food;
- after helping a child use the toilet;
- after breaks;
- before and after changing diapers; and
- before and after giving medications

Handwashing is one of the most effective way to prevent the spread of COVID-19.





Cough and Sneeze Etiquette

ENCOURAGING THE CHILDREN TO COUGH AND SNEEZE INTO THEIR ARM

We will be diligent in encouraging the children to cough and sneeze into their arm rather than their hands. Also, we will be practicing keeping our hands away from our faces, especially the mucous membranes of the eyes, mouth and nose. Signage on personal hygiene etiquette such as handwashing; and sneezing and coughing etiquette is posted throughout our facility.



PRACTICE MAKES PERFECT!

We will be practicing keeping our hands away from our faces, especially the mucous membranes of the eyes, mouth and nose.

Outbreak Management Plan

IF AN OUTBREAK IS DECLARED, THEN WE MUST CLOSE!

If a child begins to experience symptoms of COVID-19 while at school, we will immediately separate them from others. On a nice day, this will be outside at a designated location. On an inclement weather day, it will be in the staff wellness room just off the kitchen. If a 2-metre distance cannot be maintained from an ill child, the child and staff will wear a community mask. Masks are provided. There is no need for parents to provide them. **Note: A child under 2 is not recommended to wear a mask. Pick up is to occur within an hour of notification.**

An outbreak is determined as one confirmed case of COVID-19 or two or more suspected cases of COVID-19. A child/staff that has 2 or more of the following symptoms is considered a suspect case...fever or signs of fever, new cough or worsening chronic cough, runny nose, headache, sore throat, new onset of fatigue, new onset of muscle pain, diarrhea, loss of taste or smell, a child displaying purple fingers or toes even as the only symptom.

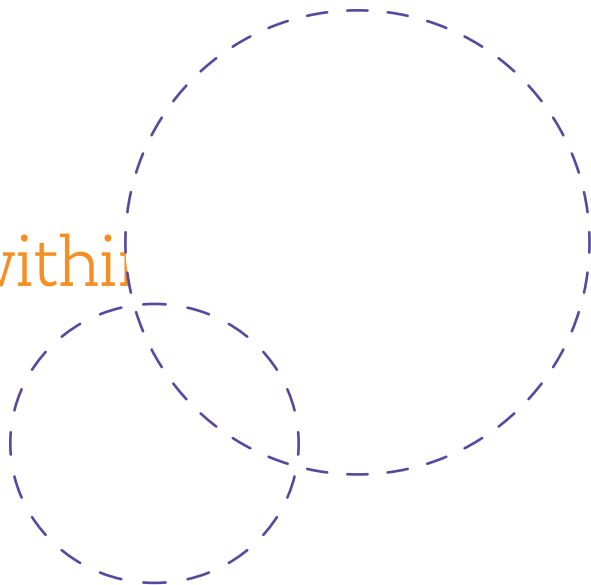
As soon as we learn we may have an outbreak we are to call public health immediately. Public Health will inform us when isolation may be lifted. If an outbreak is declared, then we must close! We cannot open again until advised by Public Health.

If a staff member exhibits symptoms while at school they will immediately asked to go home and then relief staff will called in if available. If no relief staff are able to come in, we may have to call upon parents to come pick up your child. We have to maintain proper ratios at all times for licencing and safety purposes.

Attachments

- Appendix A: Screening Questionnaire for COVID-19)
- Cleaning and Sanitizing Schedule

Pick up is to occur within
hour of notification.



Appendices

NOTICE



Screening for COVID-19

**PLEASE DO NOT ENTER THE BUILDING
WITHOUT ANSWERING THE FOLLOWING QUESTIONS**

1. Do you have at least two of the following symptoms:

- Fever above 38°C
- New or worsening chronic cough
- Sore throat
- Runny nose
- Headache
- New onset fatigue
- New onset muscle pain
- Diarrhea
- Loss of taste
- Loss of smell

2. Are you under the age of 18 and experiencing purple fingers or toes?

If you answered **YES** to question 1 or 2, self-isolate immediately and call 811 or your family physician for further direction.

3. Have you returned from travel outside of New Brunswick within the last 14 days?

If you answered **YES** to question 3, you must immediately self-isolate for 14 days unless you have a written exemption. If you have or develop symptoms, call 811 or your family physician.

4. Have you had close contact within the last 14 days with a confirmed case of COVID-19?

If you answered **YES** to question 4, you must immediately self-isolate for 14 days, if you have or develop symptoms, call 811 or your family physician

5. Have you had close contact within the last 14 days with a person being tested for COVID-19?

If you answered **YES** to question 5, you may enter the building. However, you must self-monitor for symptoms. If symptoms develop, self-isolate and call 811.



CLEANING AND SANITIZING SCHEDULE

Week of _____

<i>last revised May 18, 2020</i>		M	T	W	Th	F
DAILY AND WHEN SOILED						
All garbage emptied at the end of day (See notes below)						
Sweep All Floors						
Scrub all Floors						
Bathrooms - 4 TIMES DAILY (See notes below)						
Any dishes that need to be done in the Kitchen						
Laundry (See notes below)						
High touch surfaces – 4 TIMES DAILY (See notes below)						
Tidy up on top of the Cubbies – NO Clutter – mittens, crafts, etc.						
Sweep and clean main parent entry way and baby room entry just before you leave						
Doors & Windows in both parent entries Gates						
Wipe the top of the cubbies						
Big Sinks – a good cleaning						
Vacuum carpets and then mist with disinfectant after						
Diaper Change Table/underside of mat too						
Vinyl floor mats and climbers						
WEEKLY						
Dust Fire Extinguisher						
Wash bathroom curtains						
Clean Vacuum Filters						
Microwave						
Absorbent materials (dress-up clothes, plush toys, puzzles, cardboard) Removed during Covid-19						
Pillows and cushions covers used in activity areas – Removed during Covid-19						
Floors beneath area rugs						
Linen/bedding/slip covers						
Toys in each classroom including shelving						
Base boards/windowsills						

CLEANING AND SANITIZING SCHEDULE NOTES:

Garbage - Go through every classroom with a big green and blue bag and collect. Laundry Room, Kitchen, Office and top of the stairs at parent entry as well. Sometimes we can empty the bag into the big bag instead of changing it. Cuts down on garbage bag use. Take out to garbage receptacles by garden shed behind the playground.

For brooms and dustpans – Please clean and sanitize all brooms and dustpans at the end of each day and let air dry. First take the broom outside to a grassy area, not the playground, and smack out as much dirt as possible. Then fill the mop bucket up with EP50 Cleaner Disinfectant and swish around to clean. Because we know that viruses stick around for a few days it only makes sense to clean our brooms!!

Laundry – If the basket is full please do a load. If there is only a few items please hang them over the basket to air dry until there is a full load. Extra precautions:

- Wash hands before and after doing the laundry
- Wipe down controls before and after each use
- Don't leave soiled clothing or baskets on top of machines or tables
- Don't shake dirty laundry before putting in in the machine. However, if outdoor clothing is really muddy and dirty with rocks and sticks stuck to it please shake off outside so we don't ruin our washer!
- Don't leave dryer door open when not in use
- Dry items at highest temperature possible and dry them completely
- Disinfect hamper before filling with clean clothes

High touch surfaces – doorknobs, handrails, gates, light switches, toilet handles, hand sanitizer dispensers, taps, wall activity centre in 2's room, etc.

Bathrooms – Do in this order

- Sinks
- Garbage bin lids
- Soap dispensers
- Toilet paper and paper towel dispensers
- Diaper pail
- Toilets/potty chairs
- Empty rag bucket
- Scrub floor
- Spray a mist of EP51 Disinfectant Spray over all at the end

**** High touch surfaces and all bathrooms** to be cleaned and sanitized **4 times/day**. After AM snack, after lunch, after PM snack and at the very end of the day.

Every 3 months

- Refrigerator
- Windows inside and out

Every 6 months

- Steam clean area rugs
- Steam Fabric upholstered furniture

After Each Use

- **Water Play toys/table – not in use during Covid-19**
- Potty Chairs
- Plastic bibs
- Highchair trays/tabletops
- Mouthed Toys

