

St. Martins Out of School Care

Welcome to the 2020/2021 school year!

Our program looks a little different this year as you may have guessed. There have been some changes to our programs, policies, procedures, and routines as instructed by the Government of Alberta Childcare licensing, and Alberta Health.

These changes are in place to ensure your child's health and safety remain our top priority as we reopen our childcare programming.

Out of School Care resumes on Tuesday September 8th, when regular classes commence.

Childcare availability:

As instructed by our Chief medical officer of Alberta, and Childcare licensing in Alberta, we may have a childcare "Cohort" of a maximum of 30 people within our classroom- (staff included) each day. This means our program is limited in the number of childcare positions we are able to fill each day. With staff factored in we can register 25 more positions to fill our daily program "Cohort". These positions will be filled on a first come first serve basis. Monthly newsletters will be sent home with students informing parents/guardians of important programming news. Childcare calendars will also be sent home with students attached to monthly newsletters. These calendars allow you to specify the days you will need childcare each month for your children and allows our program to schedule appropriate staffing based on attendance. Childcare spots will be filled in the order these calendars are returned.

With the limited number of registrations we are able to accept currently and striving to provide childcare to all families that are in need- our program will have a Zero tolerance for "No shows" or "Late Cancels". This ensures that we are

always adequately staffed and able to plan activities based on the attendance of each day.

To register your child for our Out of School Care program please email Mrs. Muntz at krista.muntz@eics.ab.ca , or our Out of School Care Program email at: stmnoosc@eics.ab.ca to obtain registration information.

Morning Drop off/ Afternoon pick up:

With current policies/procedures in place- 1 designated parent/guardian must accompany students to the ENTRANCE of the school where our program resides. (Gym doors) and MUST fill out a screening questionnaire DAILY to decide if the child should enter programming that day. Once the questionnaire has been filled out, staff will guide students into the classroom and will sign them in to the program. Parents/ Guardians are not permitted entry into the school unless it has been approved by our schools Principal.

When arriving at the school in the morning for drop off, or in the afternoon for pick up please call or message the programs phone at **1-587-280-1550** so that program staff can take your child to their locker to gather their belongings and then can meet you at the entrance door to complete the above mentioned steps for entry/dismissal.

Belongings:

At this time there will not be specific "Out of School Care Lockers"- each child has their designated lockers within the school near their classroom, and all student belongings must be kept there, which includes during Out of School Care hours. Items brought from home (blankets, stuffed animals, toys etc.) are not permitted in our classroom at this time.

Afternoon snacks:

Each student will be responsible for bringing their own afternoon snack for program- within their lunchkits. There is to be no sharing of food between students. There is also no use of the communal microwave at this time, so snacks sent must not require a heat up.

Masking:

As our program resides within the school, we adhere to the policies and procedures mandated by our school district as well. This means that students in grades 4-6 are required to wear a mask within our program. Although mask wearing for students in Kindergarten to Grade 3 is optional, it is encouraged.

Water Fountains:

All water fountains will be closed, however water fillable stations will remain open to fill personal water bottles. Students may bring their own personal water bottle filled from home or from a water filling station at the school. Please label your child's water bottle so if it is left behind in our program it can be returned as there is not a lost or found this year.

Student & Staff Health

If students or staff are ill with any common cold, influenza or COVID-19 like symptoms,

You are **legally** required to self-isolate if:

- You test positive for COVID-19.
- You have a cough, fever, shortness of breath, runny nose, or sore throat that is not related to a pre-existing illness or health condition.
- You have been in contact with someone known to have COVID-19.

- You have travelled outside Canada within the last 14 days.

You **do not** have to self-isolate if:

- You are awaiting asymptomatic test results.
- You have no symptoms of illness.
- You have symptoms of illness that are related to a pre-existing illness or health condition.
- You have tested negative for COVID-19.
- You have tested negative for COVID-19 and have a cough, fever, shortness of breath, runny nose, or sore throat that is not related to a pre-existing illness or health condition. We do always suggest you stay home when sick with any illness, until symptoms resolve; however, if your COVID test is negative, this is not legally required.

Contact 811 for guidance or complete the AHS Self-Assessment.

Stay Home When Sick

- All students and staff who have symptoms of COVID-19, OR travelled outside Canada in the last 14 days, OR were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate.
- Students and employees must stay home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases AND their symptoms have resolved.
- Those unsure if they, or a student, should self-isolate should be directed to use the Alberta COVID-19 Self-Assessment Tool. o If still concerned, they can be advised to contact 8-1-1, or the local public health unit to seek further input.
- Children and students are to be supported by their school to learn at home if they are required to isolate due to illness or because they are a close contact of a case of COVID-19.

Illness While On-Site

- Students exhibiting signs of illness must be moved to the infirmary room.
- Parents / caregivers must be notified and advised to pick-up their child immediately.
- Parents must designate an emergency contact for student pick-up. Within the Alberta Government's pandemic response, this is something that all families must adhere to.
- EICS will communicate to families that they are expected to designate an emergency contact who will be able to immediately pick up the student if parents / guardians are unable to do so.
- An immediate pick-up assumes that the student will be picked up within an hour.
- Staff supervising symptomatic students must;
 - o Keep all other staff out of the infirmary room;
 - o Provide the student with a face mask;
 - o Use strict handwashing techniques;
 - o Maintain physical distancing

We look forward to seeing some new and familiar faces in our program, and spending our year together making memories and having fun. If you have any questions regarding the new changes please feel free to contact Mrs. Muntz at krista.muntz@eics.ab.ca or by program phone: 1-587-280-1550