

## Registration – Indoor and Outdoor Programs

- Registration is required to participate in all programs. All programs will be registered in co-horts, so the same families are together each week. Co-horts will typically be weekly programs, in 4 week sessions.
- Registration will be done via the MCRC website.
- Participants will receive the Health Screen and EarlyOn Program Participation Guidelines via email upon registration.
- Registration information will include names of adults and children, phone number, email, and address to facilitate contact tracing in the event of a confirmed COVID-19. The collection of personal information will be limited to what is essential and will only be used for the purpose for which it was collected. Personal information will not be shared without the explicit written permission of the individual. Registration information will be securely stored on site electronically.
- EarlyOn staff will have an attendance list for each program and only those on it will be permitted into the program.
- No dropping in or last-minute registrations will be permitted.
- Attendance lists will include time of arrival and departure from the program. Staff will mark off the attendance as opposed to the parent/caregivers signing in.

## Screening Process

- Educators/staff have completed MCRC's Returning to Child Care Operations Staff Training and passed a daily Health Screen prior to program.
- Additional staff will be present to screen participants and ensure non-participants do not engage in the outdoor program areas.
- MCRC screening staff will wear PPE as required, (face shield, mask and gloves) while in proximity of participants. The Screener will review participant's Health Screens and complete the attendance.
- Participants will receive a link to the COVID Screen upon registration. Each participant will be required to show proof of a "pass" upon arrival to the program. This can be via email or screenshot of the online confirmation. Anyone who does not have a proof of a "pass" will need to verbally complete a screen with the screener before being admitted to program.

- Adults are to complete the “Visitor” screen for themselves, and the “Parent/guardian on behalf of a student/child” screen for their child/ren.
- The screener onsite will indicate a passing screen on the attendance sheet for the program.
- While waiting to be screened, participants will stay 6 ft apart, marked appropriately where possible.
- Anyone who answers “yes” to a question on the Health Screen will be refused entry to the program and referred to contact Halton Region at 311.
- Participants are required to sanitize hands upon entry. Alcohol-based hand sanitizer containing at least 60% alcohol content will be provided at the screening station, out of the reach of children. For indoor programs, sanitizer will be required before entering the elevator and handwashing required upon entry to the program room.

## **Program Guidelines for Outdoor Programs**

- The designated program area will be identified with pylons and signage to avoid entry without prior registration.
- Physical distancing of at least 2 metres between families is required and will be supported with marked designated seating areas for each family. Any equipment used to mark the designated areas will be disinfected before and after program.
- Masks are not required in outdoor programs, and physical distancing measures will be in place as best as possible.
- Full PPE (face shield, mask, gloves) will be used in the case of an EarlyOn staff needing to be closer than acceptable to another person (First Aid, CPR).
- Minimal, if any, materials or equipment will be used to reduce risk of contact. If materials are used, they will be provided directly to each family to use independently and placed in a bin after program to be disinfected by the EarlyOn staff according to MCRC’s COVID Enhanced Health and Sanitary Procedures.
- Families will be encouraged to bring their own blanket and fidget toys or infant toys for their children, if required.
- Washroom facilities may not be available at the park.

## **Program Guidelines for Indoor Programs**

- Program rooms will be set up to allow for physical distancing, but while these measures will be in place, it can be challenging to enforce with children, so masks are also encouraged for anyone over the age of 2 and mandatory for anyone over the age of 5.
- Program rooms will have capacity limits to allow for physical distancing and will follow current restrictions on gathering numbers.

- Face coverings are required for all participants over the age of 5 years, and encouraged for children over the age of 2 years.
- MCRC understands that face coverings may not be tolerated by everyone based on underlying issues. Consideration will be given to any possible physical and psychological issues that may be caused by wearing a face covering.
- Face coverings will be requested to be changed if they are visibly soiled, damp, or damaged.
- Full PPE (face shield, mask, gloves) will be used in the case of an Educator needing to be closer than acceptable to another person (First Aid, CPR).
- All EarlyOn staff will be wearing appropriate PPE- a face mask and eye protection (face shield or goggles).
- Adults will be required to use hand sanitizer (provided) before using the elevator.
- All participants will be required to wash hands with soap and water upon entering the program rooms.
- Frequent handwashing during the program is encourage, and required before and after using sensory and creative materials, or eating.
- Food is permitted, and to be eaten at the tables, away from others. Minimal snacks are encouraged.
- Plush, porous and non-washable materials have been removed from the rooms.
- Numbers of participants permitted in each room have been reduced to allow for physical distancing.
- Cleaning and Sanitizing of washrooms and high contact surfaces will occur at least twice a day and more often as needed. Other areas will be cleaned and sanitized daily.
- All toys and equipment will be cleaned and sanitized after each program.