

Kids Biz OSHC – COVID Safe Plan

General

- Kids Biz will adhere to advice from ACT Health and other relevant health authorities.
- We will work with our partner schools to align with their COVID plan and needs.
- Any person displaying symptoms of COVID-19, has been to a declared hotspot, or has been directed to isolate by a Public Health Authority will not be permitted to enter the service.

Entering the Service

- Only rostered Educators, school personnel and children booked to attend will be able to enter the service
- Parents/guardians and other adult visitors will be restricted from entering the service. Sign in/out will take place in the foyer of the service, or outside the front doors.

Physical distancing

- Kids Biz services are run from large spaces, allowing ample space for educators to physically distance from each other and other adults.
- Children are not required to physically distance but will be distanced where practicable.
- Any queuing, including sign in and out, will have physical distancing maintained.

Cleaning, sanitising and hygiene

- Daily cleaning processes are completed by educators, with frequency increased during lockdowns/outbreaks.
- Cleaning includes wiping down surfaces, frequent touchpoints and toys.
- Handwashing upon arrival for shifts/start of session/throughout session.
- Bathrooms will be kept well stocked with hand soap and correct hand washing procedure will be discussed during group talks.
- Hand sanitiser will be available at key locations, such as the sign in/out desk.
- Where possible doors and windows will be kept open to increase ventilation.

Managing staff, children or families presenting with illness

- Staff members will be unable to work if unwell and will be sent home if symptoms develop at work.
- Parents are advised not to send children if unwell. Children will be sent home if symptoms develop at the service.
- If parents are unwell and arrive to collect their child, they can call the service and an educator will walk their child out to their car. Educators will verify parent's identity and sign the child out.

Tracking persons on site

- Educators must clock in and out for their rostered shifts to ensure an accurate record of times on site is maintained.
- Children's attendances are recorded through Qikkids Kiosk.
- Parents sign their children in/out using the Qikkids Kiosk. This identifies the time that they were on site.
- The Check in CBR QR code is displayed near the sign in desk for parents/guardians/educators/visitors to use as an additional contact tracing measure.

Staff training

- Core educators have completed COVID-19 infection control training.
- All educators are encouraged to complete COVID-19 infection control training.
- COVID information is shared during daily toolbox meetings and through the Sling app.

Additional measures during lockdown or times of increased risk

- The administration and management team will work from home wherever possible. Meetings will be held via online platforms.
- Only children of essential workers, children in vulnerable situations, or children who cannot be cared for at home will be permitted to attend during lockdowns, unless alternate recommendations are made by ACT Health.
- Educators will be rostered to work at one site during lockdown periods.
- Educators and parents/guardians will be required to wear masks if mandated by the ACT Government.
- Opportunities for outdoor play and reduced touch point play will be maximised where possible.
- Parents/guardians are unable to enter the service and will sign their child in/out outside the service. An educator will greet them and radio to call for their child. Another educator will locate their child, assist them to gather their belongings and walk them to the front entrance.