



GC WOMEN UNIVERSITY SIALKOT

COVID-19 SOPs Implementation Committee

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IMPLEMENTATION ON COVID-19 SOPs for DAY CARE CENTRE

It is important that everyone complies with the latest Government guidance on Coronavirus. It is important that we adapt our everyday practices to ensure that we continue to offer the staff and children a safe environment. Hygiene and social distancing remain the two key elements of infection prevention and control. If any symptoms are displayed, families must be alert and self-isolate for the safety of everyone.

- Any child, staff member, parent with coronavirus symptoms e.g. fever, cough, flue, diarrhea, must not attend daycare centre and must isolate at home.
- COVID-19 is readily transmitted from person-to-person when they are in each other's breathing zones. Therefore children and staff members will be social distancing 6ft as far as possible, do not hold and hug children. Social distancing will also apply to coat pegs, seating arrangements and sleeping place.
- Parents will not come on site or visit the daycare centre rooms unless this is explicitly arranged with the in-charge e.g. in the event of a child being distressed. The process for settling in sessions will be managed away from the other children.
- It is important that children do not attend daycare centre if unwell for their own wellbeing and for the safety of others.
- Arrival and departure will be staggered and children will be dropped off at separate entrances, where this is possible.
- Clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, desks and chairs.
- Use all cleaning products according to the directions on the label.
- All cleaning materials should be kept secure and out of reach of children.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.
- Staff should wash their hands, neck, and anywhere touched by a child's secretions.
- Staff should wash their hands before and after handling infant bottles prepared at home or prepared in the facility. Bottles, bottle caps, nipples, and other equipment used for bottle-

feeding should be thoroughly cleaned after each use by washing in a dishwasher or by washing with a bottlebrush, soap, and water.

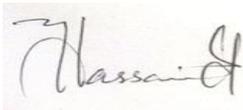
- Avoid sharing towel.
- Avoid touching your eyes, nose, and mouth. Never touch your face with unwashed hands.
- Maintain a daily contact diary
- If anyone is experiencing any symptoms they cannot return to daycare centre until they have completed the required isolation period and be symptom free or have achieved a negative test result (proof will be required). Prompt exclusion is essential to preventing the spread of infection. Children and employees who are classed as clinically vulnerable should follow their medical advice before attending daycare centre.
- If your child requires a comforter e.g. soft toy or blanket, please bring it in a bag and then take home at the end of the day and wash it. We would prefer no toys or comforters to be brought into nursery but do understand that this could cause distress.
- Toys and resources those are difficult to clean should be removed, including cushions and soft toys. The children will not allow sharing toys with other children.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. You may also clean in a mechanical dishwasher. Be mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.
- If your child requires a comforter e.g. soft toy or blanket, please bring it in a bag and then take home at the end of the day and wash it. We would prefer no toys or comforters to be brought into daycare centre but do understand that this could cause distress.
- All staff and children should be taking off their shoes outside the daycare centre.
- Gloves and aprons will be used for nappy changing and first aid. Aprons will be worn at mealtimes.
- Use bedding (sheets, pillows, blankets, sleeping bags) that can be washed. Keep each child's bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child. Bedding that touches a child's skin should be cleaned weekly or before use by another child.
- Child care providers should wash their hands before and after handling infant bottles prepared in the facility. Bottles, bottle caps, nipples, and other equipment used for bottle-feeding should be thoroughly cleaned after each use by washing in a dishwasher or by washing with a bottlebrush, soap, and water.
- As always, children will eat in their rooms.
- The practitioners will serve the children.
- No food will be eaten out of shared platters or containers.
- The children will need to bring in their own, named, drinking cup and take it home each day to be washed.
- Drinks will be offered at 30 minute intervals instead of cups being at the children's level to avoid accidental sharing of cups.

Checklist of Safety SOPs

- Wear a mask and maintain good hygiene practices
- Observe social 6ft distancing and prescribed protocols for common places
- Regularly review updates on virus and safety policies
- Use biometric identifiers or swipe cards when required
- Maintain a daily contact diary.

If someone in your household, or someone you have close contact with, is contacted by track and trace and told they have been in contact with someone who has tested positive, you need to be tested. If they test positive, then you will also need to self-isolate for 14 days.

NOTE: All Parents should submit declaration document provided by Registrar office



(Dr. Muhammad Hassan Siddiqi)

Focal Person



(Dr. Zarrin Fatima Rizvi)
Convener