



**COMMUNITIES  
TOGETHER** FOR CHILDREN

## Use of Personal Protective Equipment (PPE) and Non-Medical Masks/Face Coverings

10. COVID-19 Use of PPE

Date: October 5, 2020

CATEGORY: Health and Safety

REVISED: November 24, 2020

### Purpose

The purpose of this policy is to ensure that all EarlyON staff are aware of the requirements for use of Personal Protective Equipment (PPE), as described in the Ministry of Education *Operational Guidance During COVID-19 Outbreak: EarlyON Re-Opening*. This policy is designed to ensure employee safety and to help reduce risk of the spread of illness, including COVID-19.

### Policy

Communities Together for Children's EarlyON will ensure that EarlyON staff have all PPE required to safely carry out their required job duties. This includes, but is not limited to medical masks, eye protection and gloves. All EarlyON staff shall receive information on proper and safe use of PPE.

The use of medical masks and eye protection (face shield or safety glasses) is required by all EarlyON staff while inside an EarlyON premises (including in hallways and staff rooms). All other adults (i.e. parents/guardians, and essential visitors) are required to wear a face covering or non-medical mask while inside the premises. (including hallways and other shared areas).

Masks are not recommended for young children under the age of two. As per Ministry of Education directive, school-aged children in grade 4 and higher are required to wear non-medical or cloth masks indoors. The wearing of non-medical or cloth masks is encouraged for younger school-aged children, particularly in common spaces. Please note that age guidelines for participation in EarlyON programs remain unchanged. EarlyON programs are intended for children birth-6 and their parents/caregivers.

Expectations regarding face covering/ non-medical mask use will be shared with participants at the time of registration.

Reasonable exceptions to the requirement to wear masks are permitted within EarlyON Centres. Exceptions to wearing masks indoors could include circumstances where a physical distance of

at least 2 metres can be maintained between individuals, situations where a child cannot tolerate wearing a mask, reasonable expectations for medical conditions, etc.

## Procedure

- All Communities Together for Children's EarlyON staff are required to be familiarized with safe donning and doffing procedures for medical masks, face shields and gloves;
- <https://www.youtube.com/watch?v=gvLA--hGU70&feature=youtu.be>
  - All EarlyON staff are required to wear medical masks and eye protection (i.e., face shield, safety glasses – with wrap around sides) while inside the program.
  - All other adults (i.e. parents/guardians, and visitors) are required to wear a face covering or non-medical mask while inside the premises.
- The use of masks and eye protection is not required outdoors for adults or children if physical distancing of at least 2-metres can be maintained between individuals.



## Policy and Procedure Review

- Communities Together for Children EarlyON will ensure that all staff have received information on the proper and safe use of PPE and have reviewed this policy and procedure prior to commencing work in an indoor EarlyON Program. Communities Together for Children is required to maintain a record to this effect.
- Communities Together for Children EarlyON will review this policy monthly and recognize that this policy may be amended as needed in response to continually evolving circumstances during the COVID-19 pandemic.
- Communities Together for Children will confirm with the TBDSSAB that this policy/procedure is being followed by ensuring all staff has reviewed the policy and any amendments and signed an attestation.