



Alison Neighbourhood
community centre

Alison Neighbourhood Community Centre

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ANCC Registration and COVID-19 Information Sheet

August 8th, 2020

Dear Parents or Guardians,

On behalf of everyone at Alison Neighbourhood Community Centre (ANCC), we thank you for your registration for our After School Club. We do our best to organize our After School Program so that it is fun and safe for your family and we look forward to seeing your child/children at our programs.

Entering Program

Please note that due to COVID-19 ANCC will be doing our best to adhere to Public Health Guidelines for pre-screening, cleaning and sanitization protocols.

Upon arrival at After School Club your child will be asked a series of pre-screening questions, at which time a staff member will conduct a temperature check and your child will be asked to use alcohol based hand sanitizer before entering the centre.

Should your child screen positive for any of the symptoms in our questionnaire, or have a temperature of 37.8 degrees Celsius or higher your child will be physically distanced from the remainder of the group. The parent/guardian/emergency contact will be contact immediately and encouraged to contact the local Public Health Unit for a Covid-19 Test. Your child **will not** be permitted back into program until Public Health test results return with a negative screen.

In the event your child becomes symptomatic during the program duration the same safety measures mentioned above will be followed.

Leaving Program

Due to the increased safety protocols outlined by Federal, Provincial, Regional, and Municipal guidelines we **will not** be releasing your child from care until **5:00pm** to limit the contact between members of the public and our participants and staff.

Upon arrival please contact our ASP Phone at (226) 240-2332 and a staff member will bring your child to you.

Sincerely,

Alison Neighbourhood Community Centre



ANCC Parent Handbook and Guideline Sheet

Please ensure your child dresses appropriately for the weather and events going on that day. During the warmer months we encourage participants to carry sunscreen to apply once at the After School Program. Running shoes are a must as they ensure safety for your child during our active games. Open toed sandals are not recommended.

A snack is provided each day consisting of a fruit/vegetable and grain product. Your child is welcome to bring their own after school snack. Reminder: ASP is a nut free environment. If your child has allergies, ensure the Leaders have the pertinent information by completing an Allergy Alert Form.

Promptness is appreciated. Please note that leaders are not responsible for children left before start time, 3:00pm, or after the completion of program, 5:30pm. A late charge of \$1/minute applies for participants that are picked up later than 5:30pm.

To provide a positive program environment for participants and leaders, ANCC has adopted and are an accredited organization for the High Five Principals of Healthy Child Development. The 5 Simple Rules and the Behaviour Management System provide clear expectations and offers consistent support of behaviour.

All program participants will follow the Code of Conduct, outlining participant behaviour:

- Keep your hands and feet to your self
- Speak nicely and positively to each other
- Touch only what belongs to you
- Stay within the activity area
- Listen to your leaders (all of them)

The After School Program requires kids to register and attend program Monday-Thursday in order to comply with the Ministry's guideline. If a participant has 3 unexplained absences, ANCC has the right to give your spot to another child.

Alison Neighbourhood Community Centre (ANCC) values the safety of its children and youth program participants. To assist the parent/guardian in ensuring their child's safety, ANCC has developed a Safe Arrival and Departure Policy. A Safe Arrival and Departure Policy is a system of procedures performed together with daily attendance-taking to account for any child's unexplained failure to arrive at the after school program. As soon as a child is identified as "unaccounted for," ANCC staff will attempt to contact the parent/guardian. Three attempts will be made to contact the parent/guardian at both home and alternative numbers.

The parent/guardian is expected to notify ANCC staff the day their child will be absent or late by one of two ways: Let us know verbally ahead of time while picking up your child or call the ANCC ASP phone (226) 240-2332

ANCC staff thanks you in advance for your cooperation. Please contact us at 519-620-1867 with any comments or questions.

Sincerely,

Alison Neighbourhood Community Centre