



Staffing During COVID-19

During COVID-19 Phoenix will be staffed by the same qualified teaching professionals we have always been so fortunate to employ. Each room will be staffed with 3 RECE’s to ensure our health and safety protocols can be followed without undue disturbance to the children and their enjoyment of the program. These two staff members will stay with their cohort throughout the day to limit movement to other programs only doing so when absolutely necessary.

The Director and Assistant Director will limit their movements between rooms using cell phones and email to communicate to staff. Centre business will be conducted from the child care office and although parents are not permitted in the school, we are always available through phone or email.

All staff members are certified in Standard First Aid, including infant and child CPR and hold valid certifications. Additional training specific to COVID-19 and the health and safety of those in our care will be conducted prior to the centre re-opening.

The centre will be staffed from 7:30 am – 6:00 pm Monday to Friday. As there will be 2 two staff in each room, one staff will be scheduled on an early shift and the other a late shift, to ensure coverage throughout the day. In the absence of a staff member, our supply staff will step in. Supply staff will be assigned to a specific cohort and will not be moved to support other programs.

Date	Revision	Effective
June 18/20	New	July 6/20