

Zürich, January 2022

## Protection Concept for the kihz Daycare Centres

**Valid from 11 May 2020**

**1<sup>st</sup> revision: 05 June 2020**

**2<sup>nd</sup> revision: 08 July 2020**

**3<sup>rd</sup> revision: 31 July 2020**

**4<sup>th</sup> revision: 08 September 2020**

**5<sup>th</sup> revision: 17 September 2020**

**6<sup>th</sup> revision: 28 September 2020**

**7<sup>th</sup> revision: 29 January 2021**

**8<sup>th</sup> revision: 12 March 2021**

**9<sup>th</sup> revision: 05 August 2021**

**10<sup>th</sup> revision: 21 January 2022**

### Outset situation

This protection concept demonstrates how the kihz daycare centres will continue daily operations while providing sufficient precautions and awareness for the continued containment of the coronavirus. It is based on the principles<sup>1</sup> issued by the **Federal Office of Public Health** on and the recommendations of the Swiss professional associations **kibesuisse** and **ProEnfance**. This protection concept for the kihz daycare centres is classified as a recommendation, i.e. it is not legally binding. Any cantonal and/or municipal requirements are included in the protection concept and systematically updated.

### Aim

The protection concept is based on the aim of containing the coronavirus, while adopting responsible measures to continue to educate, raise and care for the children in their familiar normality. From the list of professional associations' recommendations, we integrate those into our daily pedagogical activities that enable us to maintain the health of all concerned, and weigh up each situation from a pedagogical perspective.

### Guiding principles of the protection concept

The health of the children and staff has utmost priority. Every measure taken is aimed at the welfare of the children and their right to a positive development; the protection of (vulnerable) employees; and compliance with hygiene and distance rules. To ensure professional and health-oriented operations, it is essential that employees are sufficiently aware and properly instructed, and that measures are complied with. Both at management and at group level, the foundation is

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<sup>1</sup> [SARS-COV-2 Grundprinzipien Wiederaufnahme des Präsenzunterrichts an obligatorischen Schulen als Grundlage für die Ausarbeitung der Schutzkonzepte der Schulen unter Berücksichtigung der Betreuungseinrichtungen und Musikschulen](#)

doing everything in its power to guarantee and regularly reflect on the implementation and enforcement of the defined precautions, rules of conduct and hygiene measures.

These measures are described in the areas listed below

<b>Premises</b>	
<b>Hygiene measures on the premises</b>	<p>The hygiene measures stipulated in the internal safety and hygiene concept apply to everyone and are strictly adhered to (<a href="https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw">https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw</a>):</p> <ul style="list-style-type: none"> <li>• Hands are washed with soap regularly and thoroughly.</li> <li>• After the use of protective gloves, hands are also washed with soap.</li> <li>• Soap dispensers, disposable towels and disinfectants are provided.</li> <li>• Closable trash bins with lids are provided.</li> <li>• Surfaces and objects are regularly cleaned, as well as the premises, especially places that are often touched, e.g. door handles, light switches, banisters or fittings.</li> <li>• When cleaning objects, especially those used directly by children, care is taken to use suitable, non-harmful cleaning agents.</li> <li>• Employees wear gloves when cleaning.</li> <li>• Rooms are ventilated regularly and extensively.</li> </ul>
<b>Mandatory facemasks for parents and other external persons</b>	<p>Wearing a facemask is mandatory in all kihz daycare centres. The mask must be put on before entering the daycare centres.</p>
<b>Mandatory facemasks for staff</b>	<p>The caregivers principally wear a facemask in the daycare centre when they cannot maintain the required distance amongst each other or to the children (for exceptions, see <i>Settling-in period</i> and <i>Childcare with and without facemasks</i>).</p> <ul style="list-style-type: none"> <li>• The facemasks are provided to the employees. Private facemasks may not be used.</li> <li>• An internal instruction leaflet on the use of facemasks is available to all employees.</li> </ul>

<b>Transition situations</b>	
<b>Childcare times</b>	<p>An easing of the drop-off and pick-up times offers parents the option of voluntarily shortening childcare. This means public transport can be avoided during rush hour, for example.</p> <p>No families and/or children are allowed in the day care centre or premises after 6.30 pm.</p>

<b>Drop-off and pick-up</b>	<p>When bringing and picking up children, it is important to avoid waiting times, gatherings of parents in and in front of the building and close contact between families and staff.</p> <ul style="list-style-type: none"> <li>• No physical contact of any kind is permitted between adults, in particular shaking hands.</li> <li>• Disinfectant is available for the parents</li> <li>• The 1.5 m distance rule between families applies (e.g. with waiting strips in front of the entrance to the day care centre as in supermarkets).</li> <li>• Outside entrances/gardens or other specially designated areas are used as often as possible for the handovers.</li> <li>• Handovers are short and attention is paid to maintaining the physical distance. However, especially with small children or those who need support when saying goodbye, there may be a short period of closeness between carer and parent.</li> <li>• The regular information about life at the daycare centre can be found on the kihz app for parents.</li> <li>• Telephone calls are offered as a substitute for the regular conversation in person.</li> <li>• Parents are asked not to both come to bring/pick up their child(ren). Ideally siblings and other family members should wait outside.</li> <li>• Parents should avoid gathering on the premises. Parents wishing to talk amongst each other are requested to go outside.</li> <li>• Parents and/or staff wash hands with the children.</li> </ul>
<b>Greeting</b>	<p>To greet the children, either individually or as a small group, a situation is created that allows the caregivers to show their face - if necessary - without a facemask while maintaining a distance of 1.5 m from each other.</p>
<b>Settling in</b>	<ul style="list-style-type: none"> <li>• The child is only accompanied by one parent.</li> <li>• During the child's settling period, care is taken to ensure that before the first separation from the parent, the child can get to know the personal carer with and without a facemask and feels comfortable in both situations.</li> <li>• The accompanying parent should keep a distance of 1.5 m from the personal carer and the other children if possible.</li> </ul>

<b>Daily routine</b>	
<b>Childcare with and without facemasks</b>	<ul style="list-style-type: none"> <li>• The caregivers create short <u>mask-free periods of childcare</u> every day that are individually tailored to the child's needs (with respect to age, character and stage of development).</li> <li>• In 1:1 caring for infants (up to min. 18 months, with respect to the child's stage of development and individual needs and beyond) as many mask-free situations as possible are created (separated room).</li> <li>• It is recorded in writing who had contact with which child on which day without a mask.</li> </ul>

<b>Group structure</b>	<ul style="list-style-type: none"> <li>• Several groups are allowed to be in the garden/courtyard at the same time.</li> <li>• Merging the groups during marginal hours is allowed.</li> </ul>
<b>General activities</b>	<ul style="list-style-type: none"> <li>• In planned activities, care is taken to ensure that no "hygiene-critical" games and ideas are offered (e.g. blowing cotton balls with tubes, etc.).</li> <li>• The caregivers discuss the protective measures with the children in an age-appropriate manner. They pay attention to their reactions and questions and respond to them.</li> </ul>
<b>Outdoor activities</b>	<ul style="list-style-type: none"> <li>• Outdoor play should preferably take place in the garden/terrace/yard of the facility. Excursions, also by public transport, are possible.</li> </ul>
<b>Eating situations</b>	<ul style="list-style-type: none"> <li>• Measures are systematically implemented in compliance with the hygiene concept (<a href="https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw">https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw</a>).</li> <li>• Staff do not eat together with the children during lunchtime. The children are given pedagogical and supportive attention during their meals. Each caregiver takes turns eating their meal in a separate room.</li> <li>• Children are instructed not to share food or drink.</li> <li>• Serving utensils are used in all cases (e.g. vegetable sticks are eaten with tongs/spoon/fork and not by hand) and care is taken that children do not use their hand to help themselves to food from a plate/bowl (bread/fruit basket).</li> </ul>
<b>General care activities</b>	<ul style="list-style-type: none"> <li>• Close contact is particularly important for babies and must continue to be provided.</li> <li>• All general care activities are carried out in accordance with the safety and hygiene concept (<a href="https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw">https://polybox.ethz.ch/index.php/s/R9IG6GSyk9jFBvw</a>).</li> </ul>
<b>Naps / Quiet times</b>	<ul style="list-style-type: none"> <li>• Infants, toddlers and younger children are to sleep in their familiar surroundings/infrastructure, as this gives them security for the active periods during the day.</li> <li>• Care is taken to ensure adequate ventilation.</li> </ul>

<b>Collaboration with parents</b>	
<b>Parent interactions and parents' events</b>	<ul style="list-style-type: none"> <li>• Parents are obliged to follow the distance and hygiene regulations of the daycare centre, the written instructions on the premises (markings, signs) and verbal instructions given by staff.</li> <li>• Progress talks are held with only one parent and are limited to 45 minutes. All adults wear facemasks during these conversations.</li> <li>• Parents' evenings (as an information event) are preferably held in the form of video conferences.</li> <li>• Parent or family events up to 30 participants may take place outdoors.</li> </ul>
<b>Quarantine after entering or returning</b>	<ul style="list-style-type: none"> <li>• Parents and their children travelling to a risk area must quarantine themselves upon return, according to the official regulation.</li> </ul>

<b>from risk areas to Switzerland</b>	
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<b>Staff-related matters</b>	
<b>Distance between employees</b>	<ul style="list-style-type: none"> <li>• During meetings and discussions, attention is given to ensuring that the rooms are large enough and that seating arrangements allow sufficient distance.</li> </ul>
<b>Team constellations</b>	<ul style="list-style-type: none"> <li>• The staff work in their accustomed teams.</li> <li>• Substitutions and assignments of employees as stand-ins are possible to ensure the supervision ratio.</li> </ul>
<b>Employees at particular risk</b>	<ul style="list-style-type: none"> <li>• Employees at risk (pre-existing conditions documented by a detailed medical certificate, pregnancy) are specially protected. Reasonable work in compliance with the recommended protective measures is agreed with the employee.</li> </ul>
<b>Quarantine after entering or returning from risk areas to Switzerland</b>	<ul style="list-style-type: none"> <li>• Employees who travel to a risk area must quarantine on their return. All employees of the kihz foundation are informed about the consequences under current labour legislation.</li> </ul>

<b>Special features of childcare institutions</b>	
<b>Visits by external (specialist) persons</b>	<ul style="list-style-type: none"> <li>• All external persons (e.g. supervisory authorities, curative teachers, auditors, caretakers, manual workers, etc.) adhere to the federal rules on distance and hygiene.</li> <li>• The names, date and length of stay of external persons are noted.</li> </ul>

<b>Procedure in the event of sickness</b>	
<b>FOPH recommendations</b>	<p><b>FOPH's recommendations on how to act in the event of signs of sickness or in contact situations with patients or risk groups continue to apply:</b></p> <p><a href="#">New recommendations for when children under 12 have symptoms of illness (admin.ch)</a></p>
<b>Occurrence of acute symptoms in the daycare centre</b>	<ul style="list-style-type: none"> <li>• Employees leave the childcare institution immediately and are tested for SARS-COV-2.</li> <li>• If children develop acute symptoms, they are immediately isolated until they are picked up by their parents.</li> <li>• The daycare centre continues normal operations.</li> <li>• If other persons show symptoms, these persons and all persons living in the same household go to their doctor for a SARS-CoV-2 test.</li> </ul>
<b>Positive SARS-COV-2 test result in</b>	<ul style="list-style-type: none"> <li>• It is imperative that the head of the daycare centre is informed upon receipt of the test results.</li> </ul>

<p><b>caregiver, child or parent</b></p>	<ul style="list-style-type: none"> <li>• The head of the daycare centre immediately informs all daycare centre staff, the parents of the children attending the daycare centre, the office of the kihz foundation.</li> <li>• A positive test result does not automatically force the daycare centre to close. Nor does it force quarantine on all children and employees from the same daycare centre. The procedure must be clarified in each individual case (contact tracing, cantonal doctor).</li> <li>• A daycare centre can only be closed in agreement with the applicable municipality office.</li> </ul>
<p><b>Quarantine rules in the canton of Zurich in the event of a positive SARS-CoV-2 test result in childcare institutions</b></p>	<p>If <b>staff in a childcare institution or guests</b> test positive for SARS-CoV-2 these persons must enter isolation. Further measures are determined by the responsible contact tracing.</p> <p>If a <b>child</b> in a childcare institution tests positive for SARS-CoV-2, this child must enter isolation. Further measures are determined by the responsible contact tracing.</p>