

June 3, 2020

Dear YPCE Families,

I hope this letter finds you and your loved ones well. During the prolonged closure of programs due to COVID-19, I want to take this opportunity to connect with you by letter. I feel it is important for our families to be informed and assured that YPCE is actively working to support families and employees in preparation for reopening child care in Phase 2 of the Ontario government's plan.

**What we have done:**

- We have been actively involved with child care community partners as a collaborative group in the province of Ontario.
- We have been keeping informed with the most current developments from government sectors and public health to support agency policies, practices and plans.
- We have provided our educators with continued professional training that has included: five weeks of reflection modules on our agency Program Statement, Wellness Weeks to support healthy self care and positive mental health and recently finished up a four-week training module on Outdoor Programming led by our Outdoor Education Coordinator.
- We have developed a comprehensive Pandemic and State of Emergency Planning Policy and Procedure in preparation for re-opening our child care programs.
- We have surveyed our families to determine their needs for child care.
- We have surveyed our educators to determine their needs for when they return to work.
- We have completed Risk Assessments for child care centres in preparation for re-opening.
- We have secured a large supply of Personal Protective Equipment (PPE) to be available agency wide.
- We have connected our local public health unit regarding mandated re-opening requirements for child care.

**What we are doing next:**

- We are providing a series of Let's Get Started training for employees which includes: facts about COVID-19, review of our outbreak procedures and information on preventing the spread of COVID-19 (social distancing, proper handwashing, cleaning & disinfecting, and proper donning and doffing of PPE), understanding our Pandemic and State of Emergency Planning Policy and Procedure including site specific Risk Assessments, planning for programming following pandemic measures for safety with an emphasis on the outdoors, how to support children's emotions and fears of COVID-19 and strategies and resources for self-help and supporting fellow co-workers.

I hope you have found this letter to be informative and helpful. For continued updates please go to our website at [www.ypce.com](http://www.ypce.com), and continue to connect with us on our social media through Facebook and Instagram. If you have any questions about any of the information we have provided please contact your program supervisor.

Looking forward to being together in our programs again soon.

Sincerely,

*Shirley Black*

Executive Director