



Trail Association for Community Living Activity Centre (TAAC)

CYC and Day Programs

1769 Riverside Ave., Trail BC, V1R 3Z3

Day Program Phone: 250-368-3504 / CYC Program Phone: 250-512-9224

July 14, 2020

Dear Families/Caregiver/Program Participants:

RE: TAAC REOPENING – DAY PROGRAM INFORMATION

We are excited to announce that we are reopening Day Program on **July 20, 2020 at 8:30am**. There will be some slight modifications and increased cleaning protocols put in place to ensure the program can be reopened safely. The modifications will have little to no impact on programming, the Day Program participants will continue to enjoy a wide range of enjoyable activities with some learning components based on a calendar of events.

The modifications and new safety protocols are highlighted on the back page of this letter. Note that these protocols must be strictly adhered to by all in order for our reopening to be safe and successful. I encourage you to refer to the TAAC Safety Plan posted on our website which will have further information and logistics for reference.

As the COVID19 virus is an evolving situation, our TAAC reopen plan will also be fluid. TAAC recognizes that changes may need to be implemented to accommodate varying needs or risk factors that had not been anticipated or become unnecessary over time, from our initial plan so we ask that you be patient throughout this process. I encourage caregivers and program participants to remain in constant communication with myself, the Day Program Coordinator Sandy Anderson including the Day Program staff to ensure this process is as seamless as possible.

Thank you again for your patience over the last few months and for your utmost attention to the information contained in this letter. Please do not hesitate to contact me at any time with any questions, I can be reached by phone/text at 250-231-7088 or via email at gailp.cdstrail@telus.net.

Regards,

Gail Birks
TAAC Program Manager



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TAAC DAY PROGRAM REOPENING PROTOCOLS:

- ✓ **Zero Tolerance for On-Site Sickness at TAAC:** NO ONE can be on site at TAAC or participate in our programs if they have any symptoms of being sick – please see the COVID19 Health Assessment letter for more information regarding screening for high risk health symptoms and Day Program response to on-site sickness.
- ✓ **Signage:** there will be onsite signage as well as outside markers on the doors and in the parking area to assist everyone with the social distancing requirements.
- ✓ **Entering/Exiting TAAC:** all entering and exiting will take place through the side door downstairs at TAAC which is adjacent to the parking lot. Participants are required to line up 2m apart in the marked spaces in the parking lot while waiting to enter the building. A staff member will be assisting each individual to enter the building safely ensuring all safety precautions are being followed.
- ✓ **Picking up/Dropping off:** no one except TAAC essential staff and program participants will be allowed inside the TAAC building to allow for occupancy limitations and to avoid trace contact so all pick-up/drop-offs will have to be done outside of the building. Staff will be assisting in this process, but we will need families to understand and abide by this as well. Picking up and dropping off must be done within the hours of program delivery (see information below under hours of service).
- ✓ **Outdoor Activities:** as much as possible programming will be conducted outdoors, where everyone can enjoy the sun but mostly so we can take advantage of wide open spaces allowing for social distancing.
- ✓ **Outdoor Weather:** as programming will be outdoors as often as possible please ensure you/your family member has the appropriate clothing for the weather including lots of water (water bottle), sunscreen/hats and towels for water activity, etc.
- ✓ **Lunches:** we ask that everyone bring lunches that don't have to be warmed up, as stated the program will be taken outdoors as much as possible with no access to a kitchen.
- ✓ **Hours of Program Service:** the hours of service will change slightly to accommodate the required cleaning, documenting and more importantly to allow other groups to use the space without going over occupancy limitations and to avoid trace contact, the **new** delivery of service hours will be as follows:
 - **Doors Open:** **8:30am** (no earlier) – program participants can line up prior to 8:30am however, staff will not be available to monitor and doors will not be opened until 8:30am.
 - **Program Closure:** **3:30pm** (no later) – the program participants must leave TAAC no later than 3:30pm again they can line up outside the building but staff can only monitor until 4pm.
 - **Entering/Exiting TAAC Outside of Program Hours:** the doors at TAAC will be locked at all times, so if program participants are arriving or leaving outside of the program hours, staff must be made aware so that appropriate provisions can be made to ensure the participants can be escorted from the building safely.
- ✓ **Handy Dart:** individuals requiring the handy-dart will need to contact the Kootenay BC Transit to make arrangements for pick-up from home to/from Day Program that coincide with our new hours.