



COVID Safety Protocols

Our intent is to ensure the safety of the Food4Kids team, volunteers, school staff and children involved in our program. The following information will provide the basic protocols relating to the assembling and distributing of food packages for the Food4Kids program.

Internal Food4Kids Office Protocols:

1. Hand sanitizer will be available at all entrance areas of the facility. Signage will instruct all staff and guests to use hand sanitizer or proceed immediately to the facility's restroom for hand washing.
2. Daily and regular disinfecting and cleaning of desks and work surfaces using disinfectant soap or alcohol-based wipes will be required.
3. All staff and guests entering the facility will be required to wear a facial covering. If an individual does not have a facial covering, a disposal face mask will be supplied.
4. A 2-meter distance ("physical distancing") will be maintained between individuals in our facility.

With schools reopening in September, we hope to begin the weekly delivery of food packages as early as October. We know it may take the first month of school to get accustomed to a new routine. Therefore, we plan to continue the Grocery Gift Card program until October. We will ensure that there is absolutely no gap in program service and delivery to the kids registered in our program.

Volunteer Food Packing:

1. Food4Kids will follow provincial guidelines relating to acceptable numbers of individuals within enclosed areas.
2. Upon arrival, all volunteers will wash their hands prior to handling any pre-packaged food, bins or produce. Hand sanitizer will be provided at door entrances as an additional safety measure.
3. All volunteers will be required to use a facial covering. If a volunteer does not have a facial covering, a disposable face mask will be supplied.
4. Volunteers will always maintain a 2-meter distance ("physical distancing") between each other and Food4Kids staff.

5. A spray sanitizer, as well as sanitizing liquid, will be used to sanitize delivery bins. Every bin will be sanitized prior to placing food bags inside the bin.

Volunteer Food Delivery:

1. Upon arrival to the Food4Kids facility, all volunteers will be required to wash their hands prior to handling food bins. Hand sanitizer will be provided at door entrances as an additional safety measure.
2. All volunteers will be required to use a facial covering. If a volunteer does not have a facial covering, a disposable face mask will be supplied.
3. Volunteers will abide by delivery protocols established by the school while ensuring the secure and safe distribution of food. This may include leaving/retrieving bins outside the school entrance, just inside the school entrance or any other area designated by the school. As part of the secure and safe distribution of food, a school staff person will need to receive the food bins from the Food4Kids volunteer and subsequently store the food bins in a safe area until such time as the bags are distributed to the children. Empty bins from the previous week should be available for pick up at the same location as the drop off location designated by the school.
4. Schools are requested to reinforce with children that food packages must go home unopened so that parents/guardians can review the contents.
5. Food packages not picked up by registered students in the program should NOT be distributed to other children. Bags not picked up should be left in empty bins ready for volunteer pick up.