

CHILDCARE MANUAL

SECTION:	6 - HEALTH CARE	DATE OF APPROVAL:	Draft June 2020 R-June 16, 2020, June 18, 2020, June 22, 2020, July 21, 2020, July 23, 2020, August 24, 2020, August 31, 2020, Sept. 3, 2020, Sept. 21, 20
CODE:	HC- 017		
TITLE:	Outbreak Management for COVID-19 Related Symptoms		

Policy

To ensure the health and well-being of children and staff within childcare centre's, all children should be monitored while in care for new and emerging signs and symptoms of any illness, including COVID-19. Children or staff who become ill while attending our childcare programs **MUST** be isolated and sent home as soon as possible. Program staff must initiate the following measures related to Outbreak Management for COVID-19.

Procedures**Health Checks for Children in Care**

Children in care will have passed the daily screening prior to entering the childcare centre. Staff must ensure that all children in care are monitored throughout the day for illness, including observing for the following symptoms;

- Fever (temperature of 38° or higher)
- New or worsening cough or shortness of breath
- Runny nose, sore throat or diarrhea

Staff must ensure that hand hygiene is performed before and after each health check with each child. Thermometers, if not infrared no touch, must be disinfected after each use with an alcohol wipe and a one-minute contact time between use. Staff must note any symptoms observed and resulting health check details on the child's Ill Health Form. Health checks need not be recorded if there are no symptoms of ill health.

Children who Display COVID-19 related Symptoms During Care

If any of the symptoms related to COVID-19 are present in a child, the child must be excluded from the classroom into an isolated area and arrangements made to be sent home immediately. If the child has **asymptomatic** siblings who attend the same childcare **they may remain in the program**. The group including the ill child will be **asked to self-monitor**. **The group only need to be sent home if someone in the group tests positive**. Staff are required to:

- Isolate the child with symptoms immediately from the other children and staff into an isolated area/room.
- Move the group of children who were in contact to a vacant area, e.g. playground so that the room can be immediately cleaned and disinfected.
- Keep the isolated child comfortable by providing a separate cot and toys, and clean and disinfect after the child leaves.
- While waiting to be taken home, the child must be supervised by only one staff until the child leaves, while maintaining a distance of 2m if possible.
- Have the child, if over the age of 2, wear a surgical type mask to cover the nose and mouth (if possible). The staff supervising the child should also wear a surgical type face mask, PPE will be provided for staff. In addition, staff should perform hand hygiene and attempt to NOT touch their face with unwashed

hands. Although not required, disposable gloves may be used when there is close contact with the child. Staff must ensure that they perform appropriate hand hygiene immediately upon removal of gloves. The most important measures are proper hand hygiene and maintaining a 2 m distance as much as possible.

- Staff will notify the parent/caregiver to arrange immediate pick up of the child. If the parent(s)/caregiver cannot be reached, the emergency contact will be contacted to pick up the child.
- Staff will document the symptoms observed, date and time of onset of symptoms, and the program the child attended on their Ill Health Form/[Public Health Line List](#)
- Once the child has gone home, the isolation room/area will be thoroughly cleaned and disinfected.
- File a Serious Occurrence with Ministry of Education on CCLS if the child has 1 or more COVID-19 Symptoms AND the individual has been tested or has indicated they will be tested for COVID-19.

Reporting to Public Health

- Grey Bruce Public Health (519-376-9420 ext. 6 or 1-800-263-3456) must be contacted and notified if any COVID-19 Symptoms present in a child or staff, and seek input regarding information that should be shared with staff and parents/caregivers.
- Children with symptoms must be excluded from childcare for 14 days after the onset of symptoms **and are 24 hours' symptom free** OR until a COVID-19 test can be completed **with negative results and 24 hours' symptom free** and followed up by Public Health.
- Children or staff who have been exposed to a confirmed case of COVID-19 will follow direction of Public Health.

Staff Who Display COVID-19 Related Symptoms While at Work

In the event that a staff person becomes ill while at the childcare, the staff should isolate themselves as quickly as possible until they are able to leave the centre. File a Serious Occurrence with Ministry of Education on CCLS when 1 or more COVID-19 symptoms are present AND the staff has been tested or indicated they will be tested for COVID-19.

Any staff who presents any one of the symptoms of COVID-19 including fever, new or worsening cough or shortness of breath must not enter the centre.

Reporting to Public Health

- COVID-19 Testing will be required for any staff experiencing symptoms before returning to work.
- Grey Bruce Public Health (519-376-9420 ext. 6 or 1-800-263-3456) must be contacted and notified if any COVID-19 Symptoms present in a child or staff and to seek input regarding information that should be shared with staff and parents/caregivers.
- Staff must remain off work until symptoms are fully resolved and negative laboratory results have been confirmed.
- Children or staff who have been exposed to a confirmed case of COVID-19 will follow direction of Public Health.

Procedures for Confirmed COVID-19 Illness

If the centre is notified of a staff or child has tested positive for COVID-19, the following steps will be taken.

- Continue to exclude the person with confirmed COVID-19 from the centre until further notice.
- Contact Grey Bruce Public Health (519-376-9420 ext 6 or 1-800-263-3456) to ensure an investigation is conducted, and necessary measures are taken to notify each of the ill child or staff's contacts. Public Health will provide advice and steps necessary to control the outbreak.
- Update the open Serious Occurrence with Ministry of Education on CCLS, or if one hasn't been filed, file a new one.
- Notify staff of need for increased cleaning and disinfecting practices, using an approved disinfectant checking the expiry date. If using Bleach, use appropriate concentration of bleach and water.

- Post a notice at the front entrance of the childcare notifying parents and caregivers of the situation. *E.g. there was one confirmed case of COVID-19 at the centre on (specific date) and the child/staff affected are isolating for 14 days. The environment has been cleaned and disinfected.*
- Consult with Public Health to prepare and provide more information to provide parents/caregivers and staff about the situation and the response measures taken.
- Wendy Kolohon (wendy_kolohon@bwdsb.on.ca), Superintendent of Education, for Bluewater District School board will be notified immediately by the childcare supervisor if there is a suspected or confirmed case of COVID-19 at any BWDSB school site.
- Cathy DeGoey (cathy_degoey@bgcdsb.org), Superintendent with Bruce Grey Catholic District School Board and the affected school principal will be notified immediately by the childcare supervisor if there is a suspected or confirmed case of COVID-19 at any BGCDSB school site.

Occupational Health and Safety for Staff

When a staff has tested positive for COVID-19 the Supervisor should consult with Public Health to determine when the staff can return to work.

- If the staff's illness is determined to be work-related, in accordance with Occupation Health and Safety Act and its regulations, Kids & Us must provide written notice, within 4 days of notice, that the staff has an occupational illness, including an occupationally-acquired infection on behalf of said staff to the:
 - Ministry of Labour, and
 - Occupational Insurance Company

Closure of the Child Care

The decision to close the childcare will depend on several factors and will be determined on a case by case basis in consultation with Grey Bruce Public Health.