



## **Exclusion of Sick Children/ill staff Policy and Procedures**

### **Policy Statement**

Child Care Algoma is committed to providing a safe and healthy environment for children, families and employees. Child Care Algoma will take every reasonable precaution to prevent the risk of communicable diseases within all our locations.

### **Purpose**

To ensure that all employees are aware of and adhere to the directive established by Algoma Public Health (APH), regarding the exclusion of sick children in Child Care Algoma programs.

### **Application**

This policy applies to all employees, students, community members and any others persons engaged in business with Child care Algoma.

### **Procedures**

As required by the Child Care and Early Years Act, Child Care Algoma must separate children of ill health and contact parents/guardians to take the child home.

When children are ill and/or exhibit COVID-19 related symptoms, child care employees will ensure the following:

- Ill children will be separated into the designated exclusion room or space, and be removed from other children to be monitored by a staff until parent/guardian pick up
- Symptoms of illness will be recorded in the child's daily record and in a daily log as per the CCEYA
- The parent/guardian of the ill child will be notified to take them home; or
- If it appears that the child requires immediate medical attention, the child will be taken to the hospital by ambulance and examined by a legally qualified medical practitioner or a nurse registered under the Health Disciplines Act. R.R.O. 1990, Reg. 262, s. 34 (3).

If you suspect a child has symptoms of a reportable communicable disease, please report these immediately to Algoma Public Health. (705) 759-5286

## When to exclude

Child care must exclude a sick child or staff when the child or staff has any sign and/or any symptom.

### Exclusion Examples:

- If the child or staff have any of the following symptom: fever (37.8 degrees Celsius or greater) , new or worsening cough, difficulty swallowing, taste disorders, sore throat, shortness of breath, abdominal pain, nausea/vomiting or diarrhea – only one episode of vomiting or diarrhea means exclusion or a runny nose/nasal congestions (in absence of an underlying condition or known cause)
- Atypical symptoms in children include: unexplained fatigue, malaise/muscle aches, delirium, acute functional decline, headaches, croup, chills, conjunctivitis (pink eye), lethargy (including difficulty feeding in infants if no other cause), exacerbation of chronic cough and unexplained tachycardia.

## How to exclude

- Supervise the child in a designated room or designated space with hand washing available or hand sanitizer if hand washing sink and supplies not available
- Notify parents/caregivers of the sick child for pick up
- Notify parents/caregivers that they need to call the Assessment Center
- Only one staff should be in the designated room and attempt physical distancing.
- If staff cannot physically distance themselves from the ill child, they must wear a medical mask and eye protection (goggles or face shield) and disposable gloves. Hands must be washed before putting on PPE and after taking off. A garbage can and Kleenex needs to be available
- Increase ventilation in the designated exclusion room if possible (e.g., open windows)
- Contact Algoma Public Health
- Clean and disinfect the area immediately after the child has been sent home
- If staff member was unable to practice physical distancing with the ill child, they must change their clothes before returning to the classroom/cohort.
- Staff and children who were in the same room with the ill child will remain only with their assigned cohorts and not mix with other care groups/cohorts for 14 days or until the child is tested and is Covid-19 negative and symptom free for 24 hours, or a physician has assessed the child and determined it is safe for them to return to child care.
- Staff should self-monitor for symptoms for the next 14 days. During this period they should avoid contact with vulnerable persons or settings where there are vulnerable persons (i.e., long-term care homes)
- Staff will inform parents/guardians of children who were in the same room of possible exposure, and should monitor their child for symptoms
- Staff who are ill must stay home or if they become ill at the centre must put on a mask and leave immediately. Staff must also contact the Assessment Center

## Testing guidance and Returning to the centre after exclusion:

- If the Assessment Centre swabs the staff/child for COVID19, they must wait for their test results to be confirmed as COVID19 **negative** before they are allowed to return to the center. However, they must be symptom free for at least 24 hours before they are allowed to return.
- If the Assessment Centre swabs the staff/child and they are COVID19 **positive**, it must be reported to Algoma Public Health immediately. The staff/child will not be allowed to return to the center until 14 days from symptom onset. Algoma Public Health will provide further direction on how to manage close contacts in the facility. Staff and children who are being managed by APH (confirmed cases of Covid-19, household contacts of cases) must follow instructions from APH to determine when to return to the facility.
- If the Assessment Centre does NOT swab the staff/child based on their clinical assessment of their patient, the staff/child must be symptom free for 24 hours before they are allowed to return.
- If the staff/child chooses not to get swabbed, they cannot return to the center until 14 days after their symptom onset.

## Surveillance

Employees must continuously monitor for signs and symptoms of illness in both children and staff. Ongoing and enhanced surveillance is essential in preventing and reducing the risk of disease transmission, specifically Covid-19, in the child care centre.

Ensure surveillance includes the following:

- Screen children/staff for illness upon arrival
- Record symptoms of illness for each child including signs or complaints the child may describe (e.g., sore throat, stomach ache, head ache etc.).
- Record the date and time that the symptoms occur
- Record the room the child attends (e.g., room number/description)
- Record attendances and absences
- Report unusual clusters of illness to Algoma Public Health.

## Reporting Procedure

Any suspected and/or confirmed cases of Covid-19 (children and staff), the following will be notified:

- Algoma Public Health
- Ministry of Education Program Advisor
- Follow the regular Serious Occurrence reporting requirements

## Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all employees and students prior to commencing employment/unpaid placement in a Child Care Algoma program and annually thereafter and at any time where a change is made.