

## CHAPTER TWO: HEALTH AND SAFETY

Approval Date: June 2020 Revision Date: October 2020	Policy: <b>PANDEMIC PLANNING COVID-19 – EXCLUSION OF SICK CHILDREN/ILL STAFF</b>
	Policy Number: 2.5.5

### 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(s) and/or any symptom(s) that have been determined to be excluded by the ongoing updated COVID-19 screening tool for children in Child Care and the ongoing updated COVID-19 screening tool for employees and essential visitors in Child Care settings.

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### Exclusion Examples:

- If the **child** has any of the following symptoms (subject to change): fever and/or chills (37.8C/100.0F or greater), cough (not related to other known causes or conditions e.g. asthma, reactive airway), shortness of breath (not related to other known causes or conditions), decreased or loss of sense of taste or smell, sore throat, stuffy nose and/or runny nose, headache, nausea, vomiting and/or diarrhea, fatigue lethargy, muscle aches or malaise; without other known cause as per Appendices III in Policy 2.5.6 (subject to change).
- Whether a child is excluded from child care is determined by their responses to the **Screening Questions for Child Care Centres – Children** as per Appendices III in Policy 2.5.6 (subject to change) which is from the COVID-19 school and child care screening tool from the Ministry of Health and Ministry of Education. The most updated version of this document (subject to change) is available on our website [www.childcarealgoma.ca](http://www.childcarealgoma.ca).
- If **staff or essential visitors** have any of the following symptoms (subject to change): fever and/or chills, cough or barking cough (croup), shortness of breath, sore throat, difficulty swallowing, runny or stuffy/congested, nose pink eye, headache that is unusual or long lasting, digestive issues like nausea/vomiting, diarrhea, stomach pain, muscle aches that are unusual or long lasting, extreme tiredness that is unusual, falling down often; without other known cause as per Appendices II in Policy 2.5.6 (subject to change). Whether a staff or essential visitor is able to attend work or enter a CCA building is determined by their responses to the COVID-19 Screening tool for essential visitors in schools and child care settings from the Ministry of Health and Ministry of Education. The most updated version of this document (subject to change) is available on our website [www.childcarealgoma.ca](http://www.childcarealgoma.ca).

### 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 at 705-759-3434 ext. 7152
- 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.

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- When possible 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 at 705-759-3434 ext. 7152

### **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. Please refer to the guidelines listed in COVID-19 School and Child Care Screening Tool from the Ministry of Health and the Ministry of Education. The most updated version can be found on our website [www.childcarealgoma.ca](http://www.childcarealgoma.ca)
- If the staff/child chooses not to get swabbed, they cannot return to the center until 10 days after their symptom onset. Please refer to the guidelines listed in COVID-19 School and Child Care Screening Tool from the Ministry of Health and the Ministry of Education. The most updated version can be found on our website [www.childcarealgoma.ca](http://www.childcarealgoma.ca)

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### 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.