

Exclusion of Sick Children Policy and Procedures

Policy

Promised Future, Inc. is committed to providing a safe and healthy environment for children, families and employees. Promised Future 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 York Region Public Health regarding the exclusion of sick children in Promised Future, Inc., Program.

All employees, students and any other persons that enter the premise and engage in the programs must adhere to the following procedures.

Procedures

As required by the Child Care and Early Years Act (CCEYA), Promised Future 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,

Childcare employees will ensure the following:

- Ill children will be separated from all other children to the designated exclusion room, and will be supervised and monitored by an Employee until they are picked up from care by a parent/guardian.
- If the isolation room has a window, it should be open. The employee should wear full PPE and maintain physical distance of 6 feet from the child wherever possible. Another staff will stand outside the door to support the staff and child. The child should be encouraged to wear a mask if they can tolerate it.
- Any siblings of the symptomatic child should also be picked up at the same time and excluded from the Centre. Contaminated items belonging to the symptomatic child are sent home immediately in a tied up plastic bag.
- 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 of the child's symptoms and of the need to pick up the child immediately; 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 (refer to Public Health guidelines for Common Communicable Diseases), please report these immediately to York Region's Control of Infection Unit (1-877-464-9675 ext. 73588).

When to exclude

Childcare employees should exclude a sick child when the child has any signs and/or symptoms that are greater than normal, or if the child is unable to participate in regular programming because of illness.

Exclusion Examples:

- If the child has one or more of the following symptoms fever, cough, muscle aches and tiredness or shortness of breath
- Symptoms defined as greater than normal would be if a child has diarrhea consistent with teething, and an additional symptom presents itself, such as lethargy
- Only one employee should be in the designated exclusion room and attempt physical distancing. A second staff will remain outside the room for support to the employee in the room. If physical distancing cannot be avoided, Employees should wear full PPE (a mask, gloves, a disposable gown and a shield). In addition, Employees should perform hand hygiene and attempt to not touch their face with unwashed hands
- If possible, a mask should be placed on the ill child, but only if the child is able to understand that they cannot touch it. Masks will not be provided to any child under the age of two.

How to exclude a Child with non COVID-19 symptoms

- One staff will supervise the child in a designated room with a hand washing sink and/or hand sanitizer available
- Notify parents/caregivers of the sick child for pick up
- Only one staff should be in the designated exclusion room and attempt physical distancing. Staff must wear a mask and gloves. Eye protection must be worn if physical distancing of 6ft / 2m cannot be maintained and there is anticipation of contact with bodily fluids.
- Increase ventilation in the designated exclusion room if possible (e.g., open windows)
- Clean and disinfect the area immediately after the child has been sent home
- While cleaning and disinfecting wear PPE (mask and gloves)

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How to exclude a child with two or more COVID-19 symptoms if symptoms are considered to be COVID-19 related (refer to most recent health screening checklist)

- Supervise the child in a designated room with a hand washing sink and/or hand sanitizer available
- Notify parents/caregivers of the sick child for pick up
- If the child has two or more symptoms, contact Public Health and follow their direction in terms of what the procedures will be for the ill child, the employee isolating with the child and the cohort the child was in. In addition, staff should perform hand hygiene and attempt to not touch their face with unwashed hands
- Only one employee should be in the designated exclusion room and attempt physical distancing. A second staff will remain outside the room for support to the employee in the room. If physical distancing cannot be avoided, Employees should wear full PPE (a mask, gloves, a disposable gown and a shield). In addition, Employees should perform hand hygiene and attempt to not touch their face with unwashed hands
- If possible, a mask should be placed on the ill child, but only if the child is able to understand that they cannot touch it. Masks will not be provided to any child under the age of two.
- Increase ventilation in the designated exclusion room if possible (e.g., open windows)
- Tissues should be provided to the child for proper respiratory etiquette, with proper disposal of the tissues
- Wearing full PPE, clean and disinfect the area immediately after the child has been sent home
- If the child has two or more symptoms and the symptoms are consistent with COVID-19, Public Health will be contacted.
- Children and staff who were exposed to the sick child should be identified as a close contact and will continue to be cohorted. Public Health will provide any further direction on testing and isolation of close contacts If Public Health does not recommend that a cohort be excluded, employees and children who were in the same room with the ill child will be grouped together and not mixed with other care groups for 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)
- Public Health will instruct Promised Future if parents/guardians of children who were in the same room will need to be informed of a possible exposure, and should monitor their child for symptoms
- Employees and children who are being managed by York Region Public Health should follow their instructions to determine when to return to the child care centre.
- Children who are being managed by Toronto Public Health should follow their instructions to determine when to return to the child care centre.
- Please refer to Procedure for Suspected or Positive COVID-19 cases for detailed steps

Surveillance

Ensuring that all environmental conditions are constantly monitored is essential in preventing and reducing illness. Employees must monitor for an increase in above normal amount of illness among other employees and children, by looking at the normal occurrence of illness at the centre and during the specific time period as well as pre-existing conditions.

Ensure surveillance includes the following:

- Observe children 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 attendances and absences

Returning from exclusion due to illness

Employee/children who are being managed by York Region Public Health (e.g., confirmed cases of COVID-19, household contacts of cases) should follow instructions from York Region Public Health to determine when to return to the facility.

If not advised by York Region Public Health, Employees/children will not be permitted back to the facility for a minimum of 14 days from symptoms onset; they must not have a fever and their symptoms must be improving. Past the 14 days mark they must be 48 hours symptom free at a minimum.

Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all employees before commencing employment and at any time where a change is required.