	PROGRAM POLICIES	<b>CHILDREN/STAFF WHO BECOME ILL DURING CARE</b>  <b>EXCLUSION COVID-19</b>	SUBJECT	COVID-19
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## POLICY

To ensure the health and well-being of children and staff within the Early Learning and Child Care Centre, children and staff who become ill while attending the program will be immediately isolated and required to leave the program. Staff must consistently assess their health and the health of children in care.

## PROCEDURES

### When to exclude

If COVID-19 or any other infectious disease is suspected, the parent should be contacted immediately, and the child must be isolated from the other children and supervised until the parent arrives. Staff should ensure that the child is as comfortable as possible. Health department contact information related to inquiries about sick children or staff should be sent to [EHL@durham.ca](mailto:EHL@durham.ca) or call the Helpline at 905-668-2020.


Parents should be advised to use the Provincial online [self-assessment tool](#) and follow instructions which may include seeking medical advice or getting tested for COVID-19. Parents should also be provided with guidance as to when their child may return to care as per the guidance in *COVID-19 Screening Tool for Children, Staff and Essential Visitors in Durham Region Licensed Child Care*. Suspected cases of COVID-19 do not require Serious Occurrence reporting.

### Cross Reference Policy and Procedures Manual Section 3-200-205 -Outbreaks

Any child who develops symptoms of ill health including symptoms of ill health related to COVID-19 must leave the child care program. Symptoms should not be chronic or related to other known causes or conditions.

COVID-19 symptoms include:

- Fever and/or chills (temperature of 37.8°C/100°F or greater)
- Cough (more than usual if chronic cough) including croup (barking cough, making a whistling noise when breathing)
- Shortness of breath (dyspnea, out of breath, unable to breathe deeply, wheeze, that is worse than usual if chronically short of breath)
- Decrease or loss of smell or taste (new olfactory or taste disorder)
- Sore throat or difficulty swallowing (painful swallowing)

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- Runny or stuffy/congested nose (Not related to other known causes or conditions (e.g. seasonal allergies, returning inside from the cold, chronic sinusitis unchanged from baseline, reactive airways)
- Headache that is new and persistent, unusual, unexplained or long-lasting
- Nausea, vomiting and/or diarrhea
- Extreme tiredness that is unusual or muscle aches (Fatigue, lack of energy, poor feeding in infants)

Note: Pink eye and abdominal pain are included as symptoms for adults. Staff and essential visitors should be screened for these symptoms.

If the child has any symptoms (including fever, cough, difficulty breathing, vomiting, or diarrhea), the child must be isolated immediately from the other children in a separate room, if available, and supervised at all times.


The parent must be notified to arrange for pick-up of the child. If the parent is not reached, an emergency contact person will be contacted to pick up the child.

Every effort must be made to keep the child comfortable until someone arrives to take him or her home.

Staff must document the situation in the Daily Communication Log and notify the Supervisor or designate immediately to ensure that this information is managed and recorded in the child's file on the Symptoms of Ill Health.

### How to exclude

- Supervise the child in a designated room with a hand washing sink or hand sanitizer available. If a separate room is not available, the ill person should be kept at a minimum 2 metres distance from others.
- Notify parents/caregivers of the sick child for pick up.
- Children over 2 years of age should wear a surgical mask if tolerated and be provided with tissues and reminded of hand hygiene, respiratory etiquette (e.g., sneezing in sleeve) and proper disposal of tissues.
- Only one staff should be in the designated room and attempt physical distancing of 2 metres. Staff should wear a medical mask, goggles/face shield, gown and gloves. In addition, staff should perform hand hygiene, avoid contact with child's respiratory secretions and attempt to not touch their face with unwashed hands.
- Increase ventilation in the designated exclusion room, if possible (e.g., open windows).

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- All items used by the ill child should be cleaned and disinfected as soon as possible. Any items that cannot be cleaned (e.g. books, cardboard puzzles) should be removed and stored in a sealed container for seven days.
- The isolation room or area is to be cleaned and disinfected immediately after the child has been sent home.
- If the child care program is in a shared setting (e.g., school) follow Public Health direction for notification of others using the space.
- Children or staff who have been exposed to a confirmed case of COVID-19 should be excluded from the child care setting and follow Health Department recommendations.

### Returning from exclusion due to illness

- Staff/children who are being managed by Durham Public Health (e.g. confirmed cases of COVID-19, close contact of a confirmed case) should follow instructions from Durham Health Department to determine when to return to the facility. Confirmation from Durham Health Department will be required.
- A child can return to program based on the guidance provided by Public Health in the *COVID-19 Screening Tool for Children, Staff, and Essential Visitors in Durham Region Licensed Child Care*. This may include having improved specified symptoms for 24 hours, being symptom-free for 24 or 48 hours, after confirmed negative testing or other isolation recommendations.

### Staff Illness


Any staff person who suspects that they have an infectious disease should follow common sense precautions and should not attend the child care program if they are not well, particularly if their symptoms include any outlined in the COVID-19 screening. Staff must pass the daily screen to work at the Centre.

If a staff member becomes ill while at the Centre, they should, if possible, isolate themselves immediately until they are able to leave.

A staff person who presents with symptoms of ill health must notify their supervisor and complete the Provincial online [self-assessment tool](#) and follow instructions which may include seeking medical advice or getting tested for COVID-19. Staff will follow the direction of Public Health if necessary.

A staff member's illness that is determined to be work-related must complete the appropriate internal documentation required by the centre. Occupational Injury/incident report should be completed, and the supervisor is to follow the reporting process.

### **Cross Reference Policy and Procedures Manual Section 3-200-205 – Outbreaks and 1-100-116 staff Illness and Sick Leave**

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**Forms:**

Symptoms of Ill Health

Routine Illness Surveillance Form for Community Settings