
Illness Management Policy

Policy Statement

Kinder College Early Learning Centre is committed to providing a safe and healthy environment for children, families and employees. Kinder College will take every reasonable precaution to prevent the risk of communicable diseases within our facility.

Purpose

To ensure that all employees are aware of and adhere to the directive established by Toronto Public Health (TPH), and Kinder College ELC regarding the exclusion of sick children in early learning and child care centres.

Applies to

This policy applies to all employees, students, children and any others persons engaged in business with Kinder College ELC.

Procedures

Children get sick and even strict adherence to hygienic practices and the universal precautions guidelines will not eliminate the spread of germs (particularly air-borne infections) among children and adults in group settings. Children who are ill cannot attend child care programs if their own well-being or the well-being of other children is in jeopardy.

Families need to make alternative care arrangements and seek medical attention for the following conditions:

- Unexplained or undiagnosed pain
- Acute cold with fever, runny nose and eyes, coughing and sore throat
- Difficulty with breathing
- Fever over 38 degrees centigrade accompanied by general symptoms such as listlessness
- Sore throat and difficulty swallowing
- Undiagnosed skin or eye rash
- Headache and stiff neck
- Unexplained vomiting
- Unknown eye discharge

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- Unexplained diarrhea or loose stool combined with vomiting and abdominal cramps
 - Severe itching of body and scalp
 - Known or suspected communicable diseases
 - Illness prevents child from participating in activities
 - Requires greater need for care that the staff can't provide without compromising supervision ratio/requirements
 - Unusual behaviour

Children who have some symptoms of illness may continue to attend the child care program with a doctor's note. Such circumstances include:

- Minor upper respiratory infections with no fever,
- Taking antibiotics but no fever or other symptoms of illness, and
- Chronic symptoms such as a low-grade fever or cough that have been diagnosed as non-infectious.

Daily Health Observations

Teachers ensure that they conduct a daily health observation for each child in attendance in each day nursery before the child begins to associate with the other children in order to detect possible symptoms of ill health.

If a child appears to be ill and they will not be able to participate in the program as they pose a risk to themselves and the spread of germs to other children.

When children are ill, child care employees will ensure the following:

- Ill children are cared for and comforted by employees, while monitoring symptoms
- Ill children will be separated from other children when possible
- 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 (refer to Reportable Disease so Public Health Significant

document), please report these immediately to TPH's Communicable Disease Surveillance Unit (416-392-7411).

Sick child at the centre

If the child develops any of the symptoms outlined above at the centre, the child is separated from the other children and the symptoms of the illness noted in the daily log book and a Sick Child form is made up.

If infants or toddler's have 2 episodes of diarrhea OR 2 episodes of vomiting parent(s) will be contacted and the child must be picked up. If preschoolers have 2 episodes of diarrheas AND/OR 2 vomiting parents will be called and child must be picked up. This policy is to ensure that Kinder College Early Learning Centre takes all measures to prevent any outbreak or spread of any communicable diseases. Any child who has been sent home because of diarrhea AND/OR vomiting must not return until they are free from ANY diarrhea AND/OR vomiting for 24 hours.

Parent(s) will also be called if any child (infant, toddler, preschool) has a fever of 38 degrees Celsius. Parent(s) will need to pick up their child immediately, and the child will not be able to return to the centre until the child has been fever free for at least 24 hours.

Procedures:

- The child is separated from the other children (into the designated sick child area – supervisor's office).
- Record incident into daily log book and make up Sick Child form.
- The child must be picked up if sick. The supervisor will make arrangements with parents for pick up.
- If an emergency, contact emergency department and parents.
- Make sure at least 1 staff member is always with child.
- Once the symptomatic individual leaves the building, the isolation area must be cleaned and disinfected

If the sickness an unexplained or unexpected serious illness, the Site Supervisor is required to fill out a serious occurrence form and inform the Director with 12 hours.

Surveillance

Ensuring that all environmental conditions are constantly monitored is essential in prevention and reducing illness. Employees must monitor for an increase in above normal amount of illnesses among other employees

and children by looking at the normal occurrence of illness at that location and during the specific time period.

Ensure surveillance includes the following:

- Observe children for illness upon arrival
- Record symptoms of illness for each child
- Record attendances and absences
- Record any outings, special events, etc.

Reporting Diseases and Outbreaks

Licensed child care centres are required to report diseases of public health significance (DOPHS) or outbreaks to Toronto Public Health. Please refer to the most recent list from Toronto Public Health. At the time of this policy, the document is "PublicHealthReportable_July2023.pdf".

If you suspect or have laboratory confirmation of any of the specified diseases in the TPH Reportable Disease list or have identified an outbreak at the centre, please call:

Toronto Public Health – Communicable Disease Surveillance Unit
Phone: 416-392-7411
After hours: 311 or 416-392-2489

For more detailed information on what to do in the event of a suspected outbreak, please refer to the *Outbreak Management Plan*.

Child returning from exclusion due to illness

Please refer to the Management of "Communicable Diseases Information for Schools and Child Care Centres" when dealing with each individual case.

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 at Kinder College Early Learning Centre and annually thereafter and at any time where a change is made.

The review will be documented on the Infection Prevention and Control Policies and Procedures Review & Sign Off form, a hard copy will be retained in the individual's file for a minimum of 3 years and a scanned copy posted on the employee's file on the Children's Services' Staffing System.