

**CENTRAL EGLINTON CHILDREN’S CENTRE**  
**HEALTH POLICY – Surveillance, Management and Reporting of**  
**Communicable Diseases**

**Date Policy and Procedures Established: July 5, 2022**

**Date Policy and Procedures Updated: February 27, 2024**

**1. Diseases**

**Medical Records**

Before an employee/student teacher/volunteer starts with CECC. For children in our Toddler/Preschool programmes, families must submit up to date immunization records. The Ministry of Education, in compliance with the Early Years Act, makes an annual inspection to ensure all records of immunization are current and complete. Parents/guardians/employees are reminded to inform CECC if there are any updates.

If an employee or child has a “Statement of Conscience” exempting them from immunization, they will be sent home for the duration of an outbreak.

**Visual Check**

- In accordance with the Child Care and Early Years Act, every child will be visually checked by an employee to ensure that they are free of symptoms of ill health.
- The daily health check is necessary to prevent the spread of communicable diseases also, to protect the ill child. Employees have the authority to refuse to accept any child who, in the person's opinion, is not fit to attend the Centre that day.
- The parent/guardian will be asked to take the child home or make other childcare arrangements.

**Exclusion**

**If a child exhibits symptom of ill health during the day and the educator feels they are unfit to participate in the programme:**

The parent/guardian will be notified and asked to pick-up the child within a reasonable amount of time; the directors must approve any other arrangements.

- The child will be isolated from other children in CECC’s office or the corner of the classroom away from others, if the office is unavailable
- The child must stay at home until symptom free for a minimum of **24 hours**, with the exception of gastrointestinal illness (vomiting and diarrhoea), which requires a minimum of **48 hours** symptom free.

\*A case (child or staff) of gastrointestinal illness can be defined as:

- Two or more episodes of diarrhea within a 24-hour period, or;
- Two or more episodes of vomiting within a 24-hour period, or;
- One or more episodes of diarrhea and one or more episodes of vomiting within a 24-hour period.

If a child has a diagnosed communicable disease such as chicken pox etc., CECC will make a report to Toronto Public Health, and exclude the child for the time period required by TPH.

**Illness Log**

Employees, and families are required to complete an online, Reporting an illness Google Form, if they have any symptoms. The form includes, name, date, symptoms. CECC will track and analyse the forms to look for possible commonalities which may indicate an outbreak.

### **Outbreak Procedures**

According to Provincial guidelines, outbreaks of certain infections must be reported to the Public Health Department.

- Serious infections will be dealt with in consultation with The Public Health Department.
- A list of communicable diseases that must be reported is located in the childcare office, and in the corridor outside room 119 at St. Monica.

**If there are two or more children or employees showing the same symptoms of ill-health at the same time, CECC's Directors or designate will:**

- Follow the Outbreak Procedure to inform Toronto Public Health and follow the directions within the policy.

**If a child/employee is part of the outbreak:**

- They may be sent home for a period of at least 48 hours or until permission from the child's/staff's physician or Toronto Public Health has been received.

**The Directors or designate will:**

- If an outbreak is suspected, call the TPH Communicable Disease Notification Unit (CDNU) for further guidance: 416 392-7411, Monday to Friday, 8:30 a.m. to 4:30 p.m.
  - After hours, call 911
- Will fill out the Reportable Disease Notification Form – Copy saved to desktop, and fax it to 416 392-0047
- Will use the TPH Enteric Outbreak Reporting Form, on TPH website, to report an enteric outbreak. TPH will use this information to determine if an outbreak exists.
- Inform all pertinent parties i.e., employees, parents/guardians etc.
- Distribute outbreak advisory letters to parents/guardians.
- Post outbreak notification signs at entrances to CECC
- Obtain permission from parents to submit specimen samples to the Public Health Ontario Laboratory
- Keep a line list of the number of cases, time and date of onset, dates of birth, gender, individual symptoms and room number and inform the Public Health Department each day.
- Within 24 hours, notify the Ministry of Education Programme Advisor of any orders/directions given by TPH.

### **GUIDELINES FROM TORONTO PUBLIC HEALTH**

CECC must report outbreaks of communicable diseases to Toronto Public Health. The following link is to TPH Communicable Disease Information for Schools & Child Care Centres.

<https://www.toronto.ca/community-people/community-partners/early-learning-child-care-partners/infection-prevention-control-for-child-care-centre-operators/guidelines-for-common-communicable-diseases/>