

Health Care Policies The Creative Preschool of East Toronto

In your child's best interest and in the interest of all the children and adults attending the school, the following Health Care Policies are maintained.

IMMUNIZATIONS

- ❖ Children, Participating Adults and Staff are required to submit a medical and immunization history from their family doctor at the time of admission to the school or employment and kept updated thereafter.
- ❖ Each person is required to have had the series of immunizations recommended by the Family doctor against common childhood illnesses or exempted on medical, religious, or philosophical grounds. Without immunizations, a letter is required stating that parents have been informed of the risks of not immunizing their child but have chosen not to do so.

MANAGEMENT OF COMMUNICABLE DISEASES

- ❖ Surveillance:
 - Record in Attendance Book why the child is absent
 - Monitor the attendance records to identify clusters of illness
 - Ensure records are maintained for both staff and children regarding illness
 - On daily record note date of onset, symptoms, action taken, whether individual is excluded/isolated and when to return
- ❖ Health Check
 - Carry out daily health check of staff, children and volunteers on arrival and throughout day for symptoms of illness
 - Report signs of illness to parents of children
 - If a child is well enough to come to school, she/he is usually considered well enough to go outdoors.
- ❖ Routine Practices of Controlling Spread of Infection
 - Maintaining high levels of personal hygiene, regular cleaning and disinfection,
 - Keeping immunizations up to date, and
 - Keeping ill children and adults out of school are the best measures to limit the spread of infection.
 - Keeping your hands clean
 - Keeping children's hands clean
 - Covering Sneezes and coughs using tissue or cough and sneeze into your upper arm
 - Using gloves properly and washing hands after using gloves or use alcohol-based sanitizer
 - Routinely cleaning and disinfecting surfaces, furniture and toys
- ❖ Normal Every Day Preventive Measures
 - If your child has a fever, unknown rash or diarrhea, please keep him/her home until symptom free for at least 12 hours.
 - Eye infections with yellow, thick discharge require appropriate medication for at least 24 hours.
 - Children requiring antibiotics should remain home for 24 hours after starting medication.

- ❖ Child Biting Incidents (Toronto Public Health poster in school)
 - Both children will be taken to first aid box and will be treated as a medical incident
 - The bite will be cleaned with soap and water and a discussion will take place between adult and children about the injury, acknowledging feelings and alternate ways to communicate
 - The parents will be informed that their child was involved in a biting incident without involving names as much as possible to avoid parental conflict
 - Seek medical assistance when necessary; Public Health may be called at 416-392-7411 for more information

EXCLUSION OF ILL CHILDREN

- ❖ A child will be excluded if illness:
 - Prevents the child from participating in activities
 - Results in greater need for care than the staff can provide
 - Is an infectious disease
 - Staff will consult Public Health Guidelines for Common Communicable Diseases (posted and kept in Procedures binder)
 - *Report illness to Public Health as required according to reportable disease list*
 - Exhibits any of the following symptoms: broadcasting germs through excessive sneezing, coughing, runny nose, discharge from eyes, swollen neck glands, fever, vomiting or diarrhea and unexplained rash or skin eruption.
- ❖ Upon determination or suspicion that a child has developed or is developing the symptoms of any illness, the parent or guardian will be notified by the classroom teacher or supervisor. The child should be picked up immediately. Details of the suspected illness and initial call will be documented in the daily classroom log.

OUTBREAK ACTION PLAN (as per Toronto Public Health – see poster in school)

An Outbreak would be declared by Toronto Public Health any time the number of ill children or staff, or those absent due to illness, exceeds what we would normally expect for a certain time period, age group, program or classroom. In some cases only 3 cases is considered an Outbreak.

When you suspect an outbreak, YOU SHOULD immediately:

- ❖ Isolate all ill children until they can be taken home and send ill staff home.
- ❖ Notify parents or emergency contacts to pick up ill children as soon as possible.
- ❖ Start a line list. Record names, date of birth, gender, all symptoms, the date and time children and staff became ill and they room number or age group.
- ❖ Start additional control measures:
 - Increase the frequency of cleaning and disinfecting of surfaces and toys
 - See Fact Sheet “Mixing of Chlorine Bleach Solution for Disinfection” for details Note: a hospital grade disinfectant that is approved for use against norovirus e.g. an accelerated hydrogen peroxide product may be used in place of chlorine bleach
 - Suspend sensory activities such as water play and playdough.
 - Reinforce with staff, students and volunteers the importance of keeping hands clean.
 - Limit visitors and siblings to the school
 - Contact Toronto Public Health (TPH) to report the outbreak by calling the Communicable Diseases Surveillance Unit (CDSU) at (416) 392-7411. Note: CDLU will redirect your call to the appropriate regional office for further action.
 - Have the following information ready when you call TPH:
 - Date and time of the first case
 - Date and time of the most recent case

- Total number of staff, students and volunteers per room
- Date and time the outbreak management team meeting can be held (must be as soon as possible)
- The control measures that have been implemented
- ❖ Obtain permission from parents to submit specimen samples to the Public Health Laboratory.
- ❖ Contact staff and the parents of children that are at home ill from before the outbreak was declared, to inform them of the outbreak and to identify if they are additional cases (e.g., do they have similar signs and symptoms of those currently ill?) If so, add their information to the line list.
- ❖ Remember to fax or E-mail a copy of the line list to your TPH regional office daily as directed.
- ❖ Follow Serious Occurrence Policies and Procedures and report Outbreak to the required City and Province personnel

PLANNING FOR OUTBREAKS SUCH AS H1N1 VIRUS

Ontario's chief medical officer of health, Dr. Arlene King, said preventing the virus from entering schools in the first place is vital. "Stay home when you are sick and home until you are better and are completely able to engage in school-based activities."

At the sign of an Outbreak, The Creative Preschool will follow our Routine Practices for the Prevention of Infection and our Health Care Policies. We would increase the level of personal hygiene practices, regular cleaning and disinfection, keeping immunizations up to date, and keeping ill children and adults out of school. During an Outbreak, parents with infants not fully immunized, should be in the classroom no longer than a few minutes. Our School response to illness and closures will be decided in consultation with Staff, CPS Parent Board and Toronto Public Health.

Updated Aug. 2009