

ILL CHILD/STAFF POLICY

The staff do a daily health check on each child upon arrival of the centre as well as periodically throughout the day looking for symptoms such as runny nose, coughing, wheezing, vomiting, diarrhea, fever, ear ached, rash, etc. Such symptoms will be noted in the back of the communication book on a daily basis.

If a child develops a low grade fever, has one incident of vomiting or diarrhea, develops a rash, runny eyes, etc. the staff will notify the parent/guardian and inform them that the situation will be monitored. If the child's temperature increases or if symptoms escalate (additional (three) bouts of vomiting or diarrhea, etc.), the staff will call the parent/guardian and inform them that they must come as soon as possible to pick up the child. The child will be isolated (as much as possible). An Illness Form must be completed by the staff and signed by the "pick-up" person. The child must be symptom free for twenty-four hours before returning to the centre.

A staff member who is exhibiting signs of ill health at the centre will be sent home as soon as possible.

OUTBREAK OF COMMUNICABLE DISEASE

If there is an outbreak of a communicable disease in the centre, Toronto Public Health will be notified and their guidelines will be followed (enhanced disinfecting solution, sensory play discontinued, no visitors in the centre, etc.). A letter will be sent home with each family outlining the symptoms and a notice will be posted on the front door.

If a child exhibits symptoms of the communicable disease while at the centre, the parents/guardian will be contacted immediately and the child must be picked up as soon as possible. The child will be isolated (as much as possible) until he/she is picked up. An Illness Form must be completed by the staff and signed by the "pick-up" person. Length of exclusion will be as per Toronto Public Health guidelines but not less than forty-eight hours after the child is symptom free. Parents are asked to notify the centre if a child shows any symptoms of the communicable disease while at home and the child will be excluded as per Toronto Public Health guidelines.

A staff who is exhibiting symptoms of the communicable disease will be sent home as soon as possible and excluded as per Toronto Public Health guidelines.

August 2013

ILLNESS FORM

CHILD'S NAME: _____

DATE OF BIRTH: _____

SYMPTOM OBSERVED: _____

DATE AND TIME SYMPTOMS OBSERVED: _____

PICK UP PERSON: _____

RELATIONSHIP TO CHILD: _____

TIME CHILD PICKED UP: _____

SIGNATURE OF PICK UP PERSON: _____

DATE CHILD RETURNED TO SCHOOL: _____

DOCTOR'S NOTE ATTACHED: _____

SIGNATURE OF STAFF: _____

DATE: _____