



YMCA of Niagara
#3-300 Bunting Road
St. Catharines, ON
L2M 7X3
(905)646-9622
ymcaofniagara.org

Child Care Illness & Exposure to COVID-19 Protocol

YMCA Child Care

Intent: This protocol must be followed by YMCA child care employees in the event that a child, parent or staff member at the centre is exposed to COVID-19.

YMCA Child Care will follow Public Health's Medical Officer of Health's direction if a child, parent or employee tests positive for COVID-19.

Summary: If a child, parent, student or employee exhibits a COVID-19 or influenza-like symptom, they should be sent home immediately to avoid spreading the illness. A child, parent, student or employee should not return to the centre (to work) until they have been cleared to return by an appropriate medical professional or as directed by Public Health. Documentation may be required.

If a child becomes ill during child care, the child will be separated from the other children. Families will be contacted for immediate pick up from the child care centre. All surfaces and high touch areas will be cleaned and disinfected in the room of the ill child. The children's illness will be recorded in the daily log book. Wherever possible toys will be removed, cleaned and disinfected.

Asymptomatic siblings of the symptomatic child may stay in child care until the symptomatic child is assessed by a health provider and recommendations are provided for testing or an alternate diagnosis is obtained. Upon receiving an alternate diagnosis, the child may return to child care while complying with screening guidelines. If the child is being directed for testing, the sibling with no symptoms may remain in child care, per Niagara Region Public Health guidelines, while waiting for results. If there is a positive COVID-19 test result, the YMCA will follow the direction of Public Health.

Serious Occurrence:

- Child care centres have a duty to report confirmed cases of COVID-19 in accordance with the Ministry of Education's *Operational Guidance During COVID-19 Outbreak*. See below for when to call Niagara Region Public Health.
- Where a child, parent, student or staff has a confirmed case of COVID-19 (ie: a positive COVID-19 test result), the YMCA must report this to the Ministry as a Serious Occurrence (SO) through CCLS.



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- Should additional individuals at the centre develop a confirmed case, the open SO must be updated, or if closed, a new SO is to be reported.
- Where a room, centre or premises is ordered to close by Niagara Public Health, the YMCA must include this information in the SO report and/or update the existing SO report when the closure occurs.
- If local public health determines that a full or partial closure is required, a SO report must be submitted under the “unplanned disruption of service” category.
- The YMCA will post the Serious Occurrence Notification form as required under the CCEYA.

When to Contact Public Health (NRPH): (*Niagara Region Memo August 28, 2020*)

(Child Care COVID line: 905-688-8248, press 7, then press 4, 1-888-505-6074)

- Call NRPH to report a recent Positive COVID-19 lab result.
- Call NRPH to report **Suspected** cases proactively (before test results are back) if staff or children are symptomatic AND they have had exposure. An exposure is:
 - Symptoms and **travel outside of Canada in the last 14 days**
 - Symptoms and **exposure to a known case in the last 14 days**

Do not report staff or children who are symptomatic and going for testing without any known exposure.

- Call NRPH when you suspect an outbreak. As per the child care manual: A respiratory outbreak may be in effect when there are two or more related children or staff, such as same room or same age group, with similar signs and symptoms that:
 - Occur within 48 hours in the centre, or
 - When the number of ill staff/children exceeds what is normal in the child care centre within a short period of time

Preventative Protocol:

Screening

- Employees and students will answer all questions on the on-line **Health Check Screening Checklist** prior to commencing their shift.
- Paper copies of the screens for children and employees/students will be available at screening stations, in case on-line screening was not completed.
- All children, staff and students will be screened daily at the entrance by a staff.
 - Signage describing screening practices will be posted by the child care entrance/buzzer.
 - All employees, students, children and families must use hand sanitizer upon entry to the screening area at the child care centre. Children under the age of 2 years will be required to wash their hands immediately at first available sink after screening.



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- Hand sanitizer dispensers should not be in locations that can be accessed by young children.
- Completion of the Health Check Screening Checklist will take place on-line prior to arrival and be confirmed at the entrance, or completed in person on paper at the screening area.
- COVID-19 symptoms include, but are not limited to:
 - Fever
 - New cough or a cough that is getting worse
 - Shortness of breath/difficulty breathing
 - Decrease or loss of smell or taste
 - Sore throat
 - Runny or congested nose
 - Headache
 - Nausea, vomiting or diarrhea
 - A general feeling of being unwell
- Essential visitors will complete the Health Check Screening Checklist on paper at the screening area, prior to entering the centre.
- If an employee, student, child or essential visitor answers yes to any one of the questions resulting in a 'failed screen', **entry into the child care facility will not be permitted.** They will be advised to contact their healthcare professional or Public Health.
 - Public Health Novel CORONAVIRUS (COVID-19) link:
<https://www.niagararegion.ca/health/covid-19/default.aspx?topic=1>
 - COVID-19 Public Health Info Line : 905-688-8248 ext. 7019
 - COVID-19 Public Health Chat Link:
<https://vue.com100.com/chatWindow.aspx?siteId=232657&planId=531#>
 - Complete Public Health's COVID-19 Self-Assessment: <https://covid-19.ontario.ca/self-assessment/#q0>
- **Note:** Asymptomatic individuals who went for testing, have no exposure, are awaiting results, and have not been told by NRPH to isolate, do not need to be excluded from the child care centre. This includes the parents or guardians of child care children.
- Only one family at a time may be screened.
- Additional families awaiting screening must wait outside of the building.
 - Those waiting will be reminded to maintain physical distancing from others while they wait.
 - Markers/pylons every 6 feet will be set up to indicate appropriate distancing.
- The buzzer system and front door handles (if being used) must be disinfected in-between each family by the screening staff (See ***Cleaning and Disinfecting Protocol***)
- Children will be transitioned to the playrooms by a staff, unless the child requires additional supports while transitioning from parent to staff.

Actions to Protect Your Health:



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- Wash your hands often with soap and water or alcohol based hand sanitizer
- Sneeze and cough into your sleeve or into a tissue. Immediately dispose of the tissue and wash your hands.
- Avoid touching your eyes, nose or mouth.
- Avoid contact with people who are sick.
- Stay home if you are sick.
- Remind parents that they should be monitoring their children's health and keeping children who are unwell at home.
- If travelling outside of Canada, stay home for 14 days and remind parents to do so as well.

Management of Children with Possible Illness (COVID-19):

If a child begins to experience symptoms of illness (COVID-19) while attending child care, it is recommended that:

- If the child needs immediate medical attention, call 911.
- The child's parent/caregiver or emergency contact will be notified and requested to pick up the child as soon as possible.
- Symptomatic children are immediately separated from others in a designated isolation area where they will be supervised until they can go home.
 - In addition, where possible, the employee designated to provide care to the child should maintain a distance of 2 metres.
 - The child should wear a medical mask (if tolerated and above the age of two). The child care employee must wear a medical mask and eye protection at all times and not interact with others; gloves and gowns may also be worn by the employee.
- Hygiene and respiratory etiquette should be practiced while the child is waiting to be picked up.
- Tissues should be provided to the child to support appropriate respiratory etiquette, with proper disposal of the tissues and hand hygiene.
- Environmental cleaning and disinfection of the designated isolation area where the child was supervised will be conducted once the child has been picked up. All items used by the sick person that cannot be cleaned (paper, books, cardboard puzzles) will be removed and stored in a sealed container for a minimum of 7 days.
- The Supervisor will create a list of other children and employees in the centre who came into contact with the symptomatic child so that they can be identified as a close contact, cohorted (i.e. grouped together) and monitored for symptoms until laboratory tests, if any, have been completed or until directed by Public Health.

Returning to Child Care:

Following a 'failed screen' or development of symptoms during the program, the child is referred to either their own health care provider or the Public Health COVID hotline for assessment and suitability



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for testing. If the child is not recommended for COVID testing the child **MUST** get clearance from their own health care provider if they want to return to the centre, or be excluded for 14 days.

A child is permitted to return to the centre when one of the following criteria is met:

- A health care provider has been consulted and provides clearance for the child to return to the centre. Documentation from the health care provider is not required.
- The child is tested and a Negative COVID-19 test result is obtained. Exclusion continues until there is no fever and symptoms have been improving for 24 hours. Documentation of the negative test is not required.
- The child receives Positive COVID-19 results and has completed the 14 day self isolation as directed by Public Health, fever has resolved, and the child has been consistently improving over the previous 72 hours.
- The child has remained out of the child care centre, completing 14 days of self isolation from symptom onset and is symptom free prior to return.. This includes:
 - a. Children who are symptomatic and who are recommended for testing but testing is declined, OR
 - b. Families who have refused to see a health care provider

Please note: Children returning with a negative COVID-19 result or health care provider clearance from a previous day or after completion of 14 days isolation does not exempt them from completing the entire screening tool successfully on the day of return to the child care centre and daily thereafter.

Management of a YMCA Staff (or student placement) with Possible Illness (COVID-19):

- If the staff or student needs immediate medical attention, call 911.
- Staff or students who become ill while at the child care centre should be sent home immediately and directed to contact their health care professional or visit <https://www.niagararegion.ca/health/covid-19/testing.aspx> for direction on next steps.
- The child care Supervisor will inform the Child Care Regional Director (RD) and General Manager to ensure a replacement staff is available to work in the centre.
- The Supervisor will create a list of children and other employees in the centre who came into contact with the symptomatic staff or student so that they can be identified as a close contact, cohorted (i.e. grouped together) and monitored for symptoms until testing is confirmed or until directed by Public Health.
- The Supervisor/RD will contact YMCA Human Resources to ensure appropriate next steps are initiated. (ie: if needed - EAP, ROE etc.)
- A staff or student with a confirmed case of COVID-19 must be excluded from work at the child care centre for 14 days after the onset of symptoms, in alignment with direction from Niagara Public Health.



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Employees - Returning to Work in Child Care:

(Section below also applies to student placements)

Following a 'failed screen' or development of symptoms during the program, the staff is referred to either their own health care provider or the Public Health COVID hotline for assessment and suitability for testing. If the staff is not recommended for COVID testing then the staff **MUST** get clearance from their own health care provider if they want to return to work at the centre or be excluded for 14 days.

A staff member may return to the centre when one of the following criteria has been met

- A health care provider is consulted and provides clearance for the staff to return to the centre. Documentation from the health care provider is not required.
- The staff is tested and a negative COVID-19 test result is obtained. Exclusion continues until 24 hours after symptoms have resolved. Documentation of the negative test will be required.
- The staff receives Positive COVID-19 results and has completed the 14 day self isolation as directed by Public Health.
- The staff has remained out of the child care centre for 14 days of isolation from symptom onset and is asymptomatic. This includes:
 - a. Staff who are symptomatic and who are recommended for testing but testing is declined, OR
 - b. Staff who have refused to see a health care provider

Please note: Staff returning with a negative COVID result or health care provider clearance from a previous day or after 14 days isolation does not exempt them from completing the entire screening tool successfully on the day of return to the child care centre and daily thereafter.

Additional Supports:

- The child care centre Supervisor or Designate and/or Child Care Regional Director and General Manager will utilize the Niagara Region's Public Health [Novel Coronavirus Update](https://www.niagararegion.ca/health/covid-19/default.aspx?topic=1) website as needed: <https://www.niagararegion.ca/health/covid-19/default.aspx?topic=1>
- Additional resources:
 - Risk & Symptoms
<https://www.niagararegion.ca/health/covid-19/symptoms.aspx>
 - Social Distancing
<https://www.niagararegion.ca/health/covid-19/social-distancing.aspx>
 - How to Protect Yourself
<https://www.niagararegion.ca/health/covid-19/prevention.aspx>
 - Cleaning and Disinfecting
<https://www.niagararegion.ca/health/covid-19/cleaning.aspx>
 - Frequently Asked Questions
<https://www.niagararegion.ca/health/covid-19/faq.aspx>



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- Resources
 - <https://www.niagararegion.ca/health/covid-19/resources.aspx>
 - http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_child_care_guidance.pdf
- Supervisors or Designate and/or Child Care Regional Director and General Manager will stay informed of internal YMCA updates related to the evolving Pandemic as well as important information such as new protocols or procedures.

Additional Employee Supports:

- For information about YMCA Health and Wellness Benefits for eligible employees, please visit the Staff Intranet
<https://secure.actioncorporation.com/dashboard/viewfoldershome.cgi?rx8355py3mz&rhm78f44bmq&rq38qnhq4n3>
- Human Resources contact information
 - Julie Cruickshank, Senior GM of HR (905)321-4026
 - Shannon Braun, HR Generalist (905)658-6530
 - Marija Faife, HR Generalist (905)246-7478