### Purpose

No matter how careful, there will be some infectious illness in any day care. Clear, well-communicated policies avoid the serious outbreak of disease.

Upon intake parents will complete on their medical history form a release of information to the Middlesex-London Health Unit to release communicable disease.

### Policy

Staff will ensure that a daily observation is made of each child in attendance before the child associates with other children in the childcare program (see Appendix) See Daily Health Assessment Policy.

A child’s illness will be documented on their individual Record of Illness form. When in outbreak, all of the individual records will be almalgamated to one Record of Illness Tracking Sheet for the Middlesex-London Health Unit.

A child who appears to be ill will be separated from other children.

When a child is suspected to be ill, staff will ensure that the parent/guardian of the child takes the child home. In the event that the parent/guardian or emergency contacts can not be reached, and the child needs immediate medical treatment the child will be taken to the hospital, by ambulance or taxi accompanied by a staff depending on the seriousness of the illness. Parents will be asked to keep their child at home until the recovery is complete and the child is no longer infectious.

If there is evidence of unexplained injury or the staff suspects a child has suffered or is likely to suffer abuse the staff must report to the Children’s Aid Society and complete all necessary documentation. (See Incident Reports, Serious Occurrences, Reporting Child Abuse)

If a child is taken to the hospital then the Serious Occurrence procedures will be followed.

### Procedure

1. Staff are trained to look for signs that indicate that a child may be ill. Some of these may be fever (over 101o), unexplained rashes, lethargy, vomiting, diarrhea, and discharge/redness of the eyes.
2. As well as a visual observation staff should inquire how the child’s evening was. This conversation may indicate to the staff factors that may affect the child’s day.
3. If there is evidence of unexplained injury or the staff suspects a child has suffered or is likely to suffer abuse the staff must report to the Children’s Aid Society and complete all necessary documentation. (See Incident Reports, Serious Occurrences, Reporting Child Abuse)
4. Staff will complete a Record of Illness form on any child sent home or returning with an identified illness.
5. The Program Director will report any diagnosed communicable disease to the Medical Officer of Health. (A list of reportable diseases can be found in appendix.) The following information will be provided:
* Name of child and parent
* Date of birth
* Address
* Telephone number
* Physician’s name
* Name of hospital if the child is admitted
* Immunization information
1. Staff can use the Health and Safety Manual, “Safe Healthy Children” as a reference for themselves and families. The chart listing common childhood conditions the incubation and isolation period can be particularly helpful (see appendix).