



Re-opening Child Care Centre Operation-Health Screening Procedure Policy

Purpose

In order to help reduce the risk of COVID-19, a health screening is an essential step. This procedure applies to all employees, community partners, children, and families. Everyone must be screened prior to entering the child care centre.

Policy

Discovery Early Learning & Care is committed to providing a safe and healthy environment for staff, community partners, children and families. This screening policy will include the drop off and pick up procedure.

It will be reviewed and signed off by all employees prior to commencing employment and annually thereafter and at any time where a change is made.

Prior to the screening, the following steps and set up will be completed:

- Everyone will access the building through a controlled entrance.
- All employees will complete health screening training.
- Identify/set up the location and staffing of the screening area:
 - Ensure that each person is screened.
 - Temperatures to be recorded on the screening tool.
 - Maintain a minimum distance of 2 metres between “screener” conducting screening and the person being screened.
 - Screener conducting the health screening will be provided with face cover and masks, gloves and/or hand sanitizer.
- Place entrance signage identifying the screening process.
- Ensure PHSD resources are available for anyone who does not pass the screening.

Drop-Off and Pick-up / Screening Procedure

Any persons entering the child care centre must be screened prior to being admitted. Employee/Screeners must follow the screening procedure for each person and record the outcome (pass or fail).

Child care centres within the meaning of the *Child Care and Early Years Act, 2014* have a duty to report suspected or confirmed cases of COVID-19 under the Health Protection and Promotion Act. Discovery Early Learning & Care will contact PHSD, and City of Greater Sudbury Children Services Division to report a child or employee suspected to have COVID-19. PHSD will provide specific advice on what control measures should be implemented to prevent the potential spread, and how to monitor for other possible infected employees and children as well as who needs to be informed and when.

Discovery Early Learning & Care has developed procedures that support physical distancing and separate groups as best as possible (i.e., children of one room enter door A and children of another room enter door B, or staggered entrance times).

As much as possible, parents/guardians should not go past the screening area.

All entrances should have hand sanitizer and if in an enclosed space and physical distance of 2 meters cannot be maintained, parents/guardians and employees use face coverings. At a minimum employees must wear a mask and eye protection (goggles or face shield) when screening when distance cannot be maintained and a barrier is not provided.

Consider using signage/markings on the ground to direct families/guardians through the entry steps.

Personal belongings (e.g., backpack, clothing, etc.) should be minimized. If brought, belongings should be labeled and kept in the child's cubby/ designated area.

All screening will be recorded.

We will greet everyone to our programs with a friendly, calm manner. Request that only one parent/guardian enters the screening area with the child and request they both use hand sanitizer. Adults approaching the screening area are required to wear a mask.

Screening Questions for Employees/Families

1. Did you/the child have close contact with anyone with acute respiratory illness without the use of PPE?
2. Have you/the child travelled outside of Canada in the past 14 days?

3. Do you/the child have a confirmed case of COVID-19 or had close contact with a confirmed case of COVID-19 without the use of PPE?
4. Do you/the child, or any member of your household have any of the following new or worsening symptoms:
 - Fever (temperature of 37.8 degrees Celsius / 100 degrees Fahrenheit or higher)
 - New or worsening cough
 - Shortness of breath
 - Sore throat
 - Difficulty swallowing
 - Decrease or loss of sense of taste or smell
 - Runny nose/nasal congestion without other known cause
 - For young children sluggishness or lack of appetite (if no other diagnosis).
5. Do you or your child have any of the following new or worsening atypical symptoms?
 - Unexplained fatigue, malaise, muscle aches
 - Delirium (acutely altered mental status or inattention)
 - Unexplained or increase numbers of falls
 - Chills
 - Headaches
 - Pink eye (conjunctivitis)
 - Nausea/Vomiting
 - Diarrhea
 - Abdominal Pain
6. Have you administered any fever-reducing medication to your child(ren) in the last 5 hours. If yes, why was it required? If it was for fever, they are not allowed entry.

Employee/Screeners are required to take the temperature of each child upon entry. The ear thermometer must be disinfected prior to use, and gloves must be worn or hand sanitizer applied:

- a. Employee/Screeners must complete hand hygiene (hand washing or hand sanitizing), then put on face covering, gloves and a mask. Take temperature, partner will record the information, remove gloves, and

complete hand hygiene (hand washing or hand sanitizer). Disinfect thermometer and wait appropriate contact time.

- b. Employee/Screeners will first use the non-contact thermometer to take temperature and if necessary verify temperature with ear thermometer using a cover for each necessary collection of data and following the same hand hygiene and safety procedures as stated above.
- c. The noncontact thermometer will not require disinfecting between screens and the screener will continue to use all PPEs.

FURTHER NOTES:

- Children, parents/guardians or staff who have been exposed without PPE to a confirmed case of COVID-19 or symptomatic person(s) should be excluded as per PHSD recommendation.
- Should one household member be isolating (regardless of whether due to symptoms, travel, close contact etc.) *all* household members are required to self-isolate and therefore the child and any siblings should not be allowed entry.

How to respond:

- If the individual answers no to all the screening questions, they have passed the screening and can drop off the child(ren).
- If the individual answers yes to any of the screening questions or refuses to answer, then they have failed the screening and cannot enter the building:
 - Refer parents to review the [self-assessment tool](#) on the Ministry of Health website or the Public Health Sudbury and Districts www.phsd.ca/ to determine if further action is required.
 - If response is for a child care employee, the Program Supervisor will be notified and will follow up later in the day.
 - Provide families with a handout of resources.
 - Employee/Screeners will advise their Program Supervisor immediately.

If you have any questions pertaining to travel and exclusion, please contact a public health nurse at 705.522.9200 ext. 301.

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