



Centres partnered with the
FPFA support service

Subject : Policy for the management and supervision of sick children and prevention of illness

Adopted :
Revised : 19 May 2022

1. DESCRIPTION

The children's health is a priority in our centre. To minimize the risk of spreading and transmitting illnesses, it is important to have in place clear policies concerning contagious illnesses.

2. SIGNS AND SYMPTOMS TO WATCH FOR

There are certain signs and symptoms that are signs of contagious illnesses:

- Vomiting;
- Fever;
- Diarrhea;
- New cough;
- Skin irritation without explanation;
- The child requesting particular attention that cannot be provided without affecting the other children;
- All other symptoms that bring the educator to believe or suspect that they could pose a risk for the other children

To consult the table summarizing the different infantile illnesses, their symptoms and the measures to be taken, [click here](#).

3. STEPS TO FOLLOW

As soon as one or certain symptoms appear, the educator must evaluate the situation by following these steps:

- 1) Use the thermometer to take the body temperature of the child every 30 minutes;
- 2) Withdraw the child from the common area where the other children are and propose that they stay calm and relax on a mat. Provide comfort;
- 3) Administer first aid if necessary;
- 4) Immediately contact parents so that they may come collect their child. If parents are not available, an emergency contact will be contacted.
- 5) Fill out and sign the centre's irregularity report: name of the child, date the child was observed to be ill, name of the person who identified the child as being ill, time at which the parent was first contacted, name of the person who contacted

the parent, time at which the child was withdrawn from the program, and the date the child may return to the program.

4. FOLLOW-UP

The child will be readmitted to the centre once the parents bring a doctor's note indicating that the child is no longer contagious and may return to the centre.

In the case of very contagious illnesses such as gastroenteritis, other parents are informed of the situation to ensure vigilance to avoid contamination. We ask these parent to watch their children and keep them home if they present signs or symptoms.

That said, it is important to inform the other families while respecting the confidentiality of the sick child and their family. During communication, it is therefore important to only reveal what is necessary to keep parents well-informed.

During a breakout of an illness in the centre, a form with the list of affected children will be filled out and submitted to the Alberta Health agent to take all the measures necessary to control this situation in the centre.

Generally, the dissolution of cleaning products is increased and a comprehensive disinfection is done in all affected classes.

5. SUPERVISION OF A SICK CHILD

It is preferable, as much as possible, to not send a sick child to the centre. However, it may happen that the children become ill over the course of the day. In these cases, the educators must know how to act.

Here are the steps to follow:

- 1) Call the parents so that they may immediately come pick up their child;
- 2) If the parent is not available immediately or does not answer calls after 30 minutes of trying, the emergency contact will be called to come pick up the child; (when an emergency contact is contacted, the parent must be informed by voice message or text)
- 3) Once parents are on their way or if they cannot immediately come pick up their child, the child must, if possible, be removed from the common area where the other children are to avoid contamination;
- 4) When the child is withdrawn, an employee must remain with them to supervise them until their parents arrive.

In cases where the child is withdrawn from the common area and relocated to another room, it is preferable to bring their mat, their blanket, and their pillow so that they may rest.