

ABC Montessori

COVID-19 Outbreak / Confirmed case / Suspected case Communication Plan and Disinfection Protocol

Definition of an outbreak in a child care setting: Two or more laboratory- confirmed COVID-19 cases in children, staff/providers or other visitors with an epidemiological link, where at least one case could have been infected in the childcare setting.

Outbreaks should be declared in collaboration between the school and the local public health unit to ensure an outbreak number is provided.

*A suspected case is any individual who has symptoms where COVID-19 testing is recommended.

Outbreak or Confirmed Case - Communication

- School supervisor will speak with Peel Public Health to discuss the situation and necessary measures to be taken. Public Health will provide advice and steps necessary to prevent a large outbreak. The supervisor will provide Peel Public Health with the most current Illness Tracking Form and any materials (e.g., daily attendance records) to public health officials to support case management and contact tracing and other activities in accordance with all applicable legislation, including the Municipal Freedom of Information and Protection of Privacy Act.
- School supervisor will consult with Peel Public Health to prepare and provide fact sheets and letters to parents / guardians and staff about the situation and the response measures taken by the school. The school will maintain the confidentiality of the ill individual.
- School will communicate with parents and staff through letters and email.
- School supervisor will submit a Serious Occurrence to the Ministry of Education through the CCLS system and post a Serious Occurrence Notification Form.
- School will notify cleaning staff to increase cleaning and disinfection practices.
- The school will update parents on the situation as necessary.

Suspected Case - Communication

- All staff in the affected building will be notified verbally and by email of a “suspected” case in the building. The school will maintain the confidentiality of the ill individual. As of November 4, 2020, suspected cases are no longer reported to the Ministry of Education.
- Supervisor will communicate with the individual or child’s parents until the “suspected” case is resolved (individual tests negative for COVID-19) and the individual has returned to school.

Disinfection:

- Determine contaminated areas and carry out cleaning and disinfection.
 - Contaminated areas include rooms and surfaces used by the individual as well as items used by the individual and all surfaces within 2 metres of the ill person.
- Cleaning and disinfecting will be done as soon as reasonably possible.
- All surfaces and items will be disinfected with a bleach solution or other disinfectant with a Drug Identification Number (DIN) and labelled as a broad- spectrum viricide. If using bleach, for the appropriate concentration of bleach and water, refer to the Disinfection Chart for Child Care.
- Cleaning staff will wear PPE, including face mask, face shield, disposable gloves and gown. Any cleaning cloths, paper towels, disposable wipes, gloves and gowns will be disposed of in the garbage and taken out of the building for disposal. Any item that cannot be cleaned and disinfected (paper, books, etc.) will be removed and stored in a sealed container for a minimum of 7 days.
- School will notify after hours cleaning staff to increase cleaning and disinfection practices.