Illness Policy & Procedures

COVID-READY CENTERS | U-GRO LEARNING CENTRES
Prepared. Safe. Trusted.

Policy

1. **Children**
   a. Parents will be contacted, and children **will be sent home with a fever of 100 degrees,** or when displaying symptoms of illness such as diarrhea, vomiting, conjunctivitis, lice, skin rashes, respiratory issues, etc.
   b. A Symptoms of Illness Notification form will be provided detailing exact illness signs and guidelines for return to the center.
   c. **Mandated 24-hour fever-free policy** for any child. Children will be required to **stay home for 24 hours after their fever goes away without the use of fever-reducing medication**. That means that children sent home with a fever are **unable to return the next day** and should not return until the child has been fever-free for 24 hours **OR** until the child's doctor has provided written clearance to return to school. This also means that if your child is sick or has a fever during the night, your child should remain home and not return until fever- free for 24 hours without the use of medication. For everyone's benefit, please do not send children to school who have been provided medication to limit fever.
   d. **Parents are encouraged to develop a contingency plan for care of your ill child** so your child may remain at home.

2. **U-GRO Staff**
   a. U-GRO Staff **will be sent home with a fever of 100 degrees**.
   b. **Mandated 24-hour fever-free policy** for any staff sent home with a fever. Staff can return to work if there is a written clearance from their doctor to return to work.
   c. U-GRO has instituted contingency staffing plans to cover key positions when staff are absent from work to stay home when they are home ill or to care for an ill family member.

3. **Parents**
   a. Upon arriving at school or entering school (when permitted), please **sanitize hands** with supplied sanitizer.
   b. Upon entering your child's classroom (when permitted), please **assist your child in washing hands** with soap & water.

School procedures

1. **Conduct daily health checks.** Daily health checks of children and staff should first be completed at home. If there are signs of illness, please stay at home. Health checks will also be completed by Staff at child arrival. During the day, staff will look for children - or other staff members - who seem ill. Those who seem ill will be further screened by taking their temperature and asking about symptoms. **Each classroom will keep a log of children who may be out due to symptoms of illness**.

2. **Separate ill children and staff until they can be sent home.** Staff will promptly separate children and staff members who have symptoms of illness from others.

   - A space will be provided either in a corner of the classroom or in the Director's office where sick children can be isolated from the group, and supervised at all times, until parents can arrive to take their child home.

- The Director or person in charge will contact the parents to make them aware of the situation and request that the child be picked up as soon as possible. If a message was left, and a response was not received within 15 minutes, a second attempt to contact the parent will be made.

- If no response on the second call and duration is more than one half hour with no response, an emergency contact with be called for pick-up.

- The classroom, and any area where the child or staff member was present, will be cleaned and disinfected.

3. **Hand washing and cough/sneeze etiquette.** U-GRO will provide **hand sanitizers** in entrance ways, classrooms, and in public areas throughout your school. We ask parents to use the sanitizers prior to entering U-GRO.

   Staff will keep an eye on children still learning cough/sneeze etiquette. Staff will encourage proper etiquette and also practice frequent and proper hand washing.

4. **Routine environmental cleaning.** All areas and materials/equipment will be cleaned and sanitized/disinfected regularly. Any items children touch or put in their mouths will be cleaned and sanitized or disinfected as appropriate.