

**Massey Centre**

**Early Learning Centre COVID-19 Management of Cases and Outbreaks Policy and Procedures**

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5. **Introduction**
   1. The Massey Centre’s Early Learning Centre (ELC) during the COVID –19 Pandemic, will be communicating and reporting any suspected or confirmed cases of COVID-19 of children or staff to Toronto Public Health.
6. **Policy**
   1. The ELC will report and follow the directives of Toronto Public Health Surveillance Unit and report any outbreaks or confirmed or suspected cases of COVID-19 of children or staff. The Centre expects that all staff or child will follow Toronto Public Health instructions to determine when to return to the ELC.
7. **Procedures**
   1. The ELC Supervisor or designate will immediately contact Toronto Public Health’s surveillance unit (at 416 392-7411 Mondays to Fridays between 8:30 am to 4:30 p) or 311 after hours) when there are:

* any clusters (two or more children or staff with COVID –19 symptoms within a 48 hour period
* cases of COVID 19 among staff or child attendees (parents/guardians or care providers) that have laboratory confirmed or probable COVID –19 (probable case can mean symptoms occurring among a staff or child who have been exposed to a person with confirmed case of COVID-19)

The ELC Supervisor or designate will work with and follow the directions and instructions of the Toronto Public Health when determining when a staff or child can report to the ELC program.

1. **Acknowledgment and Agreement**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, acknowledge that I have read and understand the Management of Cases and Outbreaks of COVID-19 Policy and Procedures of Massey Centre. I agree to adhere to this policy in whole. I understand that if I violate the rules set forth in this policy, I may face disciplinary actions, up to and including termination of employment.

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| **Full Name**  *Please Print* |
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