

# Pandemic Care- Screening Procedure

Revised 16 Nov

## **Policy**

To prevent the spread of COVID-19 and reduce the potential risk of exposure at Brason Academy Montessori School, screening questions will be required for all individuals prior to entry. Screening requirements apply to every employee, parent/caregiver, essential visitor and child at the beginning of the day before entering the building. In addition to this, children will be monitored for symptoms all throughout the program hours.

## **Operating Details**

### **Passive and Active Screening**

- 1) A notice will be posted on the entrance of Brason Montessori notifying parents/caregivers and staff of the requirements for screening prior to entry.
- 2) Appropriate signage will be posted on the entrance to notify that staff and parents/guardians and children must not attend the program when they are ill, and they should report any signs and symptoms of COVID-19 to the supervisor at Brason Montessori if symptoms develop at home.
- 3) A screening station will be located inside the main door (foyer area) of the Montessori with a designated screener
- 4) Screening criteria with questions can be accessed by all via a link on the school's website. Parents/caregivers will be required to submit the completed screening every morning on behalf of their child/ren. The web form will have a time stamp on when the parents/caregivers or the staff complete it.
- 5) The screening form will have to be submitted before the child is dropped to school or before the essential visitor's visit or before the staff start their shift.

### **Screening Details**

- 1) Pick-up and drop-off of children should happen outside the centre unless it is determined that there is a need for the parent/guardian to enter the setting. In such case, the supervisor should be informed. If it is critically necessary for the parent to enter the building, then all screening protocol applies.
- 2) Staggered drop-off and pick-up times will be pre-arranged with families to promote physical distancing.
- 3) Parents who come for drop-off/pick-up are required to wear a face covering like a mask or shield upon entering the school car park and the drop-off/pick up zones. The following are exempted to wearing a mask-

1. All children under 2 years of age, attending Brason Montessori
2. A parent for a child that has hearing loss or a hearing disability

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3. Parents who are unable to wear a mask as a result of a medical condition or a disability. In this case, parents must inform the school of their medical exemption and the school will make all possible accommodations to keep everyone safe in the Brason Community.

Every effort should be made for the child to be dropped off and picked up by the other parent/caregiver (who is able to don a mask).

4) Parents / guardians and staff should be encouraged to check their temperatures (and children's temperatures) daily before coming to the centre. Parents and children will be required to check their temperature at home before the drop-off and note it in the screening form.

5) If the temperature is equal or greater than 37.8 degrees Celsius or if the child/children have any COVID-19 symptoms, the child should not be brought to program (see the screening form)

6) The screener will also do a visual check of anyone entering the facility. Where a child or adult is obviously ill, vomiting, diarrhea, fever, runny nose, sore throat, staff must refuse entry into the facility to promote health and wellness at the centre.

7) Staff who are experiencing any of the symptoms or who will not pass the active screening are expected to stay at home and report the absence to their supervisor. The supervisor will notify Public Health for follow-up.

8) No visitors, including deliveries, will be permitted into the children's centre during the pandemic. Deliveries shall be left in the designated location outside the entrance. The only exception are the mat man, who will be allowed to enter at a time when there are no children in the corridor, after screening, hand hygiene using an alcohol rub and mask.

**Essential visitors are allowed at this time** for e.g. Ministry of Education Program Advisor, Health Inspector, Pest control or essential repair, Special Needs Resource personnel and any student on placement. All screening procedure and policy will apply to them. In addition, their time of entry and exit, name, and contact details will be added to the Entry log, at the screening station.

9)The staff doing the health screening will wear a surgical mask and a shield.

10)The screening staff will use a non- touch thermometer while taking the temperature of the parent and the children, while maintaining as much distancing as possible. The thermometer will be disinfected between each use.

1)Documentation of the information received during active screen will be stored on google sheets.

12)Upon passing the screening, the screener will walk the child to their designated classroom and hand them over to the teacher.

13) The child/children will be asked to complete hand hygiene with the hand sanitizer before going into the program room.

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## **Screening Questions –**

When a child or staff fails daily screening then they the screening form gives detailed guidance of the next course of action , e.g., for how long to self isolate/ get a COVID test/ see a health care practitioner/self- monitor and when to return to school, etc .

If in doubt, please email the supervisor at [info@brasonmontessori.ca](mailto:info@brasonmontessori.ca)

## **Screening for children**

## **Screening for staff and essential visitors**

### **Screening for children (Mid-day)-**

Throughout the day, teachers will monitor children’s general conditions, including all symptoms per the most recent Ministry of Health COVID-19 Symptoms guidance document. If they exhibit any of the COVID symptoms , then the teacher will follow the COVID isolation and reporting protocol.

### **Procedure when a staff member, child or an essential visitor fails screening**

The supervisor is not required to notify public health if someone fails screening before entering the centre. However, if a staff or a child becomes symptomatic while within the program hours, and one of the following applies-

Close contact with a COVID-19 case

Travel outside of Canada within 14 days prior to symptom onset

Been told by a doctor, healthcare provider, or public health unit to self isolate.

the supervisor will report all symptomatic children, and staff to public health using their online reporting form –

<https://forms.regionofwaterloo.ca/External/COVID-Response-external/Childcare-Reporting-Symptomatic-Staff-or-Children>

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Screening Results : Updaed 3 Jan 2022

In general:

- No symptoms, no travel, no Exposure- you are cleared to attend Brason Academy Montessori school.
- But if you or this child or a household member has symptoms, is identified as a close contact, has travelled outside of Canada in the last 14 days or has a positive rapid test;
  1. Stay at home
  2. Do not go to work or to childcare/school today.
  3. Follow the guidance below.

Flow charts below are excerpts from a Ministry of health document titled, COVID-19 integrated testing and case, contact an outbreak management interim guidance: Omicron search, available at;

- [https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/contact\\_mngmt/management\\_cases\\_contacts\\_omicron.pdf](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/contact_mngmt/management_cases_contacts_omicron.pdf)

There are two flow charts:

1. You or your child have symptoms and are concerned you may have COVID-19. Now what?
2. You or your child has been exposed to someone who has tested positive on a PCR test or a rapid antigen test. Now what?

For the flow charts please answer the first question, then based on your answer follow the arrow under yes or no. Then answer the next question and follow the arrows based on your response to that question.

## No Primary Symptoms and only 1 Secondary Symptom or other non-COVID symptom

- If a child/educator is experiencing only one symptom less commonly associated with COVID-19 (on the secondary list) they must stay home until their symptom has been improving for 24 hours (48 hours for nausea, vomiting and/or diarrhea).
- If your child is experiencing other symptoms, not listed here, they should stay home until they are well enough to attend, their symptoms have been improving for at least 24 hours and they are fever free.

## Testing

- You do not need to get tested, unless otherwise recommended by public health or your employer.
- If you live or work in a high-risk setting, you may be eligible for testing (for example, hospitals, long-term care homes, retirement homes, congregate living settings).
- [Learn about testing](#)

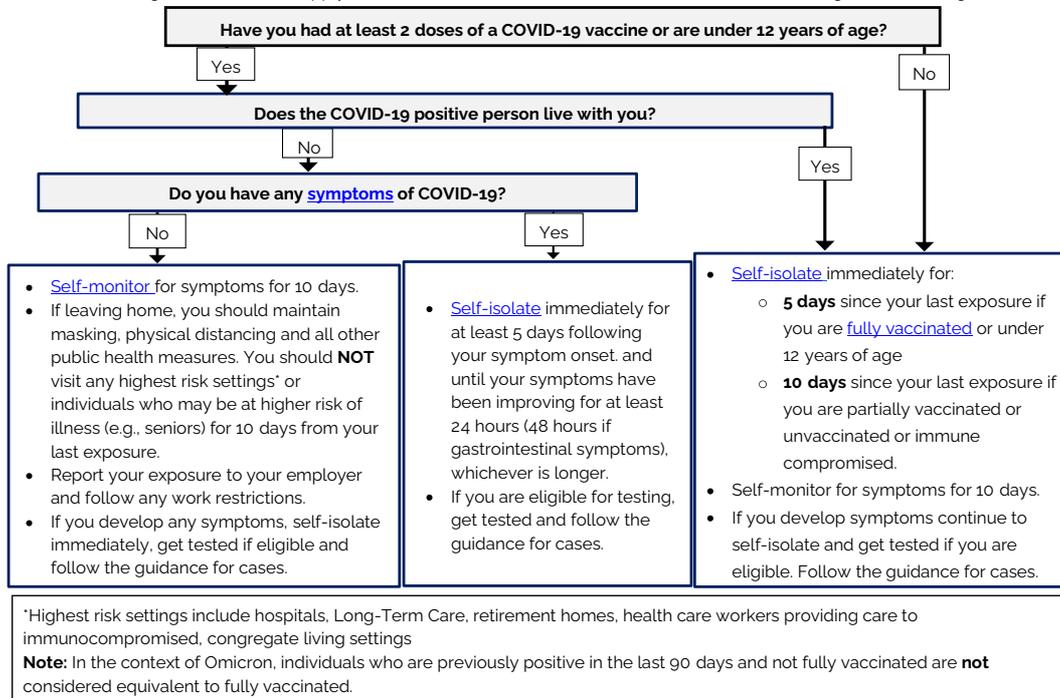
## Travel Outside of Canada in last 14 days

- The staff/student/child must follow federal guidelines for individuals who have travelled internationally, including not going to school/child care for 14 days after their arrival and getting tested, if applicable, as per federal requirements.
- If the student/child has been directed to quarantine, they must stay home for 14 days and not leave except to get tested or for a medical emergency. For more information on federal requirements for travellers, please see the [Government of Canada's website](#).
- If the student/child/staff develops symptoms and/or tests positive, contact your local public health unit or doctor/health care provider for more advice.
- Contact your school/child care provider to let them know about this result.



## You've been exposed to someone who has tested positive for COVID-19 on PCR, rapid molecular, or rapid antigen test. Now what?

This guidance does not apply to individuals who live, work, volunteer or are admitted in a highest risk setting\*



# Pandemic Care- Screening Procedure



## You have symptoms and are concerned you may have COVID-19. Now what?

This guidance does not apply to individuals who live, work, volunteer or are admitted in a highest risk setting\*

