COVID-19 procedure to follow in educational childcare centres

1. If a child shows symptoms\(^1\) while with their group:
   - The child is automatically isolated.
   - A single staff member cares for the child while waiting for the parent.
   - An emergency kit containing the necessary materials (masks, glasses, gloves, etc.) is used.
   - The room in which the child is isolated while waiting to be picked up must be ventilated, cleaned and disinfected afterward.
   - The parent must contact 1-877-644-4545 as soon as possible and follow the guidelines that are provided. The child showing symptoms must remain in isolation at home until further public health guidelines have been received.

2. If a child shows symptoms\(^1\) while at home:
   - It is recommended that the child stay home and avoid contact with other people. After 24 hours, the parents must re-evaluate the situation to see if there is any change in the child’s symptoms.
   - Parents are encouraged to use the self-assessment tool available at Québec.ca/decisioncovid19 or call 1-877-644-4545 and follow the guidelines provided to see if their child should be tested or can return to their childcare centre.

3. If another child in my child’s group tests positive for COVID-19:
   - With help from the parents of the child concerned and the childcare centre, the regional public health authorities will follow up with contact tracing.
   - Anyone considered to be at moderate to high risk will be contacted by the regional public health authorities and will be removed from the childcare centre and tested.
   - Anyone considered to be at low risk will receive a letter from the childcare centre. They may continue to attend the childcare centre and monitor their symptoms over a period of 14 days.

4. If there are several cases of COVID-19 in the same group or if the outbreak involves several groups:
   - The regional public health authorities will provide detailed instructions to the childcare centre, which will be responsible for informing all the parents and staff of the centre.
   - In collaboration with the administration of the childcare centre, the regional public health authorities will assess the situation and make the necessary recommendations in the event that a group or childcare centre must be closed.
   - With help from the administration of the childcare centre attended by the child concerned and the child’s parents, the public health authorities will follow up with contact tracing at the childcare centre.
   - Anyone considered to be at moderate to high risk is removed from the childcare centre and tested.

* It is possible that intervention measures may be intensified (closing an educational childcare centre, etc.) based on the public health authorities’ analysis of virus transmission in the centre and on the epidemiological factors specific to the community or region.

1. The symptoms to watch for are: fever, cough (new or worse), shortness of breath, difficulty breathing, sore throat, sudden loss of sense of smell without nasal congestion, with or without a loss of taste, major fatigue, significant loss of appetite, general muscle pain (not related to physical exertion), nausea, vomiting, diarrhea and stomach aches.
If an educator (or any other staff member) shows one or more symptoms while at home:

- She or he must stay home and use the COVID-19 Symptom Self-Assessment Tool available at Québec.ca/decisioncovid19 or call 1-877-644-4545 and follow the guidelines provided.

If an educator (or any other staff member) shows one or more symptoms while at work:

- She or he must return home as soon as possible, avoiding public transit. If obliged to take a taxi, the person must mention that she or he has symptoms similar to those of COVID-19.
- If the educator cannot leave the childcare centre immediately, while waiting to leave, she or he must wear a procedure mask and self-isolate in a room reserved for this purpose.
- After the person has left the centre, the room where she or he was waiting must be ventilated, cleaned and disinfected.
- The educator must then use the self-assessment tool available at Québec.ca/decisioncovid19 or call 1-877-644-4545 and follow the guidelines provided to find out whether she or he should be tested or can return to the childcare centre.

If an educator (or any other staff member) receives a positive result on a COVID-19 test:

- With help from the educator and childcare centre concerned, any close contacts of the affected person will be identified and the regional public health authorities will contact those persons (children and other staff members) at the childcare centre who are considered to be at moderate to high risk. They will be removed from the centre and required to get themselves tested and self-isolate at home for a minimum of 14 days.
- Anyone considered to be at low risk will receive a letter from the childcare centre informing them that someone at the centre has COVID-19. They may continue to attend the childcare centre and must monitor their symptoms for 14 days.

1. The symptoms to watch for are: fever, cough (new or worse), shortness of breath, difficulty breathing, sore throat, runny or stuffy nose, sudden loss of sense of smell without nasal congestion, with or without a loss of taste, major fatigue, significant loss of appetite, general muscle pain (not related to physical exertion), nausea, vomiting, diarrhea and stomach aches.