

# Child Care Protocol When a COVID-19 Outbreak is Declared

An outbreak in a child care centre is defined as one lab-confirmed COVID-19 case in children/staff in a child care within a 14-day period, where at least one case could have reasonably acquired their infection in the child care (including transportation).



## HPEPH declares a COVID-19 Outbreak



### HPEPH

Notifies child care contact of outbreak declaration.  
HPEPH posts outbreak on website and issues media release (if required).

Determines which cohort(s) must isolate and indicates child care-wide dismissal if appropriate.  
Communicates cohort isolation requirements and cleaning requirements to centre.  
Provides list of cohorts to be sent home to school and appropriate communications for parents.

Conducts contact tracing of determined close contacts of positive case and provides guidance on testing and isolation. Notifies centre when safe return to child care is indicated.



### Child Care

Compiles information needed in relation to staff/student cohort(s) and provides to HPEPH, including:

- Attendance records
- Class/cohort lists and seating charts
- Before/after school child care lists
- Transportation lists and seating charts
- Current contact information for students/staff
- Special assignments/programs/activities (e.g., Special Education)
- Records of essential visitors
- Issues communication linking to outbreak posting.

Distributes communications to families.