

## IMMUNIZATION

### POLICY

It is the policy of Cook's School Day Care Inc to retain a current copy of each child's and adult's immunization record on file in the:

- Centre office for centre-based children.
- Agency office and in the provider's home for home-based providers, persons normally resident in the home, and children.
- Head office for all staff, students, and volunteers.

Preventative health care strategies within a child care centre and home child care setting include immunization of both children and adults, as deemed appropriate by the local medical officer of health.

### PROCEDURE

#### **CHILDREN**

Before a child is admitted to the child care centre or a home child care setting, the child must be immunized as directed by the local medical officer of health.

See attached [Ontario Immunization Schedule](#).

The above does not apply if a parent of the child objects to the immunization on the basis of religious/conscience grounds or a legally qualified medical practitioner provides medical reasons as to why the child should not be immunized.

Objections and medical reasons shall be submitted on the form approved by the Ministry of Education. See below.

#### **Compliance Indicators**

The files for children who are in child care but **not** in school must contain:

- current immunization records.
- or
- the required approved Ministry of Education form for objections or medical reasons for no immunization - completed and notarized. See below.

#### **ADULTS**

Centre staff, home-based providers, and persons normally resident in the home must undergo a health assessment before commencing work to identify any active communicable diseases or other infection risks. This assessment allows for appropriate measures to be taken to prevent the spread of infection and disease. Proof of up-to-date immunization as directed by the local medical officer of health is also required.

See attached [HKPR Immunization Requirements for Child Care Workers](#).

The immunization requirement does not apply if the person objects to the immunization on the basis of religious/conscience grounds or a legally qualified medical practitioner provides medical reasons as to why the person should not be immunized.

Objections and medical reasons shall be submitted on the form approved by the Ministry of Education. See below.

### **Compliance Indicators**

Staff files include health assessments and:

- immunization records.
- or
- the required approved Ministry of Education form for objections or medical reasons for no immunization - completed and notarized. See below.

### **OBJECTIONS & MEDICAL REASONS – AFFIDAVIT FORMS**

The approved Ministry of Education form for personal objections is the [Statement of Conscience or Religious Belief Form](#).

The approved Ministry of Education form for medical exemptions is the [Statement of Medical Exemption Form](#). Medical reason forms must be completed by a doctor or nurse practitioner.

### **COLLECTION OF FORMS**

The Supervisor/Executive Director will collect a copy of the centre-based:

- children's immunization records. Families will be advised to keep the records current.
- staff health assessment and immunization records prior to commencement of duties. Staff are informed to always keep the records current.

The ECE Consultant/Home Visitor or Executive Director will collect a copy of the home-based:

- children's immunization records. Families will be advised to keep the records current.
- providers and persons normally resident in the home health assessment and immunization records prior to commencement of the contract. Providers and persons ordinarily in the home are informed to always keep the records current.

### **IF AN OUTBREAK OCCURS**

If there is an outbreak of a disease at the setting where the child or adult is attending or working, the Health Unit makes recommendations under their outbreak protocols.

### **MODIFICATIONS TO THIS OR OTHER POLICIES**

Any policy that does not respect and promote the dignity, independence, integration, and equal opportunity of people with disabilities will be modified or removed. Our policies are maintained and updated regularly to reflect our practices, employees and best serve our customers.