

Reporting and Management of Communicable Diseases

Administrative Procedure

Topic:	Reporting and Management of Communicable Diseases
Status:	Active
Effective:	February 2009
Revision Date:	April 2024
Review Date:	April 2028
Responsibility:	Superintendent of Education Student Health

Intended Purpose:

The Halton District School Board recognizes that the Ministry of Education requires school boards to provide educational programs and services to all pupils, including those who contract a communicable disease and recognizes that the health and safety of all staff and pupils within the Board's jurisdiction be ensured. Under the Health Protection and Promotion Act school administrators are required to report to the local Ministry of Health any person who may be infected with a Communicable Disease.

Reporting of cases of infectious diseases and related conditions remains a vital step in controlling and preventing the spread of communicable diseases. These reports are useful in many ways, including assurance of provision of appropriate medical therapy (e.g., for tuberculosis), detection of common-source outbreaks (e.g., in food-borne outbreaks), and planning and evaluating prevention and control programs (e.g., for vaccine-preventable diseases).

The Halton District School Board will take direction from Halton Region Public Health in the subsequent management of communicable diseases.

Procedure:

1. General preventative measures and first aid procedures are available through the HDSB Health and Safety Department and shall be posted and implemented in all schools as standard health practice.
 - a. If a [reportable communicable disease](#) is confirmed (by a student's parent/guardian), school administrators must report to the Medical Officer of Health by calling 311 or 905-825-6000. Diseases identified with an

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asterisk(*) must be reported immediately while other diseases are to be reported the next business day.

*Exception for Coronavirus disease (COVID-19): Current provincial guidelines do not require schools to report positive cases to Public Health.

- i. Reports from school administrators will be investigated further by Public Health.
- ii. Following the investigation, if deemed necessary, Public Health will offer additional guidance, notifications/communications, and relevant information to the school administrator regarding the specific communicable disease.

General Preventative Measures:

- First aid procedures shall be posted and implemented in all schools.
- Good personal hygiene, especially hand washing, should be encouraged for both staff and pupils.
- All school staff should be familiar with precautions to be taken when giving first aid, personal care and in other situations when contact with bodily fluids is likely.
- Staff awareness should be heightened by the availability of literature pertaining to communicable diseases.
- Good housekeeping maintenance should be observed, including regular cleaning of desks, floors, door knobs and toys.

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Reference number: Pending

Cross-Reference:

Legislation

Health Protection and Promotion Act Health Protection and Promotion Act, R.S.O.
1990, c. H.7 (ontario.ca)

Ministry Policy & Program Memoranda

N/A

Board Policies, Procedures & Protocols

N/A

Revision History

- May 1, 2024: Administrative Procedure Update Report 24062
- February 2017