

# How and when to report sick students to York Region Public Health?

Under Section 28 of the *Health Protection and Promotion Act*, school principals have a duty to report to the medical officer of health if they are of the opinion that a student has or may have a communicable disease. However, school principals should not report all instances of any ill individuals in the school setting to Public Health, as these are frequent occurrences and typically students have non-specific symptoms.

Schools must **immediately** report the following to York Region Public Health:

- Cases of COVID-19 among staff or students that are laboratory-confirmed or probable (that is, symptoms occurring among a staff or student who has been exposed to a person with confirmed COVID-19 or with recent travel outside of Canada)
- Clusters of suspected cases (e.g., in a classroom)
- An overall increased level of student and/or staff absenteeism

**School principals** can report these occurrences to York Region Public Health's Control of Infectious Disease line at **1-877-464-9675 extension 73588** between 8:30 a.m. and 4:30 p.m. Monday to Friday, or **905-953-6478** after hours. This phone line is only for school principals only and should NOT be shared with parents/guardians.

When calling York Region Public Health, please be prepared to provide the following information:

- Name and address of school and name, contact info of school principal reporting
- Name of ill staff or student
- Contact information for staff or student and parent/guardian including phone number, address, if possible the date of birth
- Onset date of symptoms and last day at school
- Cohort, Bus number and Before and After Care attendance, if applicable
- Who reported the case to the school
- Any other ill staff or students, especially in the same classroom or cohort

For individuals that are ill (e.g., a student sent home with illness) with symptoms similar to COVID-19, please encourage the individual to seek assessment and testing at a COVID-19 Assessment Centre.

If there is a confirmed case of COVID-19 in a school, school principals do not need to notify families of the exposure. York Region Public Health will notify close contacts and affected individuals in partnership with school principals.

As a reminder, personal health information of students and staff should be kept confidential at all times. Any notification or communication of illness or cases of COVID-19 should be anonymous and not identifying the affected individual. For example, identifying a student's grade and gender in a small school could be identifying.

If you have **general questions** please connect with HEOC Liaison at [Heocliaison@york.ca](mailto:Heocliaison@york.ca)

**Parents with questions** about symptoms and screening can call Access York:

Phone: 1-877-464-9675

TTY: 1-866-512-6228 (for deaf and hard of hearing)

[accessyork@york.ca](mailto:accessyork@york.ca)

Hours of operation: Monday to Friday: 8:30 a.m. to 4:30 p.m.

