

An outbreak is suspected when a greater than expected number of children and staff display similar symptoms or are absent due to illness within a given period. If 10% of children and staff are affected by a similar illness, this serves as a warning signal.

Contact Information

Date reported: _____
Contact person: _____
Name of the child care centre: _____
Street address: _____
City: _____ Postal code: _____
Phone number: _____ Email address: _____

Case count in facility

Number of children: _____ Number of sick children: _____
Number of staff: _____ Number of sick staff: _____
Total: _____ Total: _____
Percent of sick children and staff _____
List affected classroom(s): _____

Symptoms

Date symptoms started: _____
Symptoms (check all that apply)

☐ Abdominal cramps	☐ Muscle aches	☐ Fever higher than 37.8°C
☐ Diarrhea	☐ Chills	☐ Eye irritation or discharge
☐ Blood in stool	☐ Headache	☐ Cough
☐ Vomiting and nausea	☐ Sore throat	☐ Runny nose or nasal congestion
☐ Other symptoms: _____		

Are symptoms tracked on the [illness tracking form](#)? ☐ Yes ☐ No

If no, please complete for all symptomatic children and staff from the date of first case.

Food Preparation

Is food prepared on site? ☐ Yes ☐ No

Is food catered? ☐ Yes ☐ No If yes, name of caterer: _____

Are food handler(s) sick? ☐ Yes ☐ No ☐ Unknown

Special Events

Did children and/or staff attend an event (field trip, seminar, pets/animals visiting the childcare) before the onset of symptoms? ☐ Yes ☐ No

Event name: _____

Date: _____ Location: _____

Actions for Child Care Operator

1. Review and implement [outbreak control measures](#).
2. Post the [yellow "Be aware" sign](#) to inform parents, guardians and visitors.

Non-reportable illnesses

(e.g., pink eye, hand foot and mouth disease, roseola, ringworm, etc.)

These illnesses are not required to be reported to Peel Public Health. You can post the [yellow "Be aware" sign](#) to inform parents, guardians, and visitors. For more information on these illnesses or other conditions, refer to [Caring for Kids](#) or visit Peel's webpage on [Managing Illnesses and Outbreaks in Child Care](#). Contact Peel Public Health for additional support or questions.

Reportable communicable diseases

(e.g., chickenpox, measles, mumps)

To report communicable diseases (chickenpox, measles, mumps) call Peel Public Health at 905-799-7700 or toll-free 1-888-919-7800.

To report chickenpox in your child care centre, use the [notification of chickenpox \(Varicella\) in schools and child care form](#). Here is a [sample chickenpox notification letter for parents](#).

Once the form is submitted, a public health inspector will contact you to discuss next steps.

When prompted, select the default button to submit this form.