

## Administrative Procedure 164

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### COMMUNICABLE DISEASES

#### Background

The well-being and rights of students and employees shall be the major consideration in the work place and related areas. All actions and reporting in relation to communicable diseases and other medical conditions shall be conducted in accordance with the Education Act, the Public Health Act and the following procedures. Any student or staff member whose health or medical condition may pose a significant health risk to others may be required to contact a physician. The physician is to be requested to provide to the principal or other appropriate official a medical certificate stating whether the condition of the individual poses any significant threat to the health and well-being of others.

#### Procedures

1. The principal of the school who becomes aware that a student is infected or is a carrier of category I communicable disease shall, in consultation with the Superintendent of School Operations, report this to the local Health Region Authorities. This shall be done within forty-eight (48) hours.
2. The Superintendent of School Operations is authorized to determine when there is reasonable basis to believe that a medical examination may be required of a student or an employee and to direct that such an examination be performed.
3. The principal, in consultation with the Superintendent of School Operations and local Health Region Authorities, may exclude from school any student who is infected or is suspected to be infected with a communicable disease.
4. In the event that local Health Region Authorities determine, in consultation with a physician who has examined the student or employee, that the student or employee poses a significant threat to the health and well-being of the students or other employees of the Division:
  - 4.1 The student will be required to withdraw from attendance at school and the local Health Region shall be notified of same. The student shall be readmitted to school when the local Health Region Authorities produce a written certificate stating that the student's condition no longer poses a risk of contagion in the school environment.
  - 4.2 The employee will be placed on a leave for medical reasons until the local Health Region Authorities produce a written certificate stating that the employee's condition no longer poses a risk of contagion in his/her working environment.

5. School officials and staff shall be required to maintain absolute confidentiality of medical records of any student or employee who is required to undergo a medical examination or who may be required to withdraw from attendance at school or who may be placed on medical leave pursuant to this administrative procedure.
6. All issues pertaining to prevention and education concerning communicable diseases shall be the responsibility of the Superintendent of School Operations in consultation with the principal of each school.
7. Local Health Regions have the authority to close a school in the event of an infectious disease situation.
8. The Director of Education is to ensure that *Administrative Procedures 164 – Appendix A – Category 1 Communicable Diseases* is reviewed annually.

References: Sections 85, 87, 141, 175, 178, 190, 231, Education Act  
Public Health Act

July 23, 2019