

INFECTIOUS DISEASES

POLICY STATEMENT

Our Service will provide a safe and hygienic environment that promotes the health and wellbeing of children, families and educators.

We will take all reasonable steps to prevent and manage the spread of infectious diseases through the implementation of appropriate risk management procedures that are consistent with guidelines of State Health Authorities.

CONSIDERATIONS

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| Education and Care Services National Regulations | 85, 86, 87, 88, 90, 91, 92, 93, 95, 96 |
| National Quality Standard | QA2 |
| Other Service policies/documentation | <ul style="list-style-type: none"> • Family Handbook • Enrolment, Orientation & Bookings policy • Providing A Child Safe Environment policy • Management of Incident, Injury, Trauma & Illness policy • Providing a Child Safe Environment policies • Medical Conditions policy • Administration of Medication policy • Administration of First Aid policy • Confidentiality policy • My Time Our Place (Outcome 3) |
| Other | <ul style="list-style-type: none"> • Disability Discrimination Act 1975 • NSW Anti-discrimination Act 1977 • Work Health and Safety Act 2011 • Staying Healthy in Child Care (5th Edition) • NSW Dept. of Health guidelines |

PROCEDURE

a) Prevention

- Universal precautions will be consistently applied across the service practices to ensure that prevention of the spread of infection is both thorough and effective.
- A regular updated copy of the NSW Department of Health guidelines on infectious diseases will be kept at the service for reference to educators, management and families.
- Families are to advise child's immunisation status on enrolment by providing written documents to keep on the child's file. Information and records are to be kept up to date.
- If a child is showing symptoms of an infectious disease whilst at home, families are not permitted to bring the child to the service. Children who appear unwell on arrival will not be permitted to be left at the service. Educators can advise families of the recommended exclusion period if required.

- If an educator is showing symptoms of an infectious disease they are not permitted to work. Management will prescribe the exclusion period based on current guidelines. Casual educators will not be paid for this period. Permanent educators are able to take personal leave as per their individual agreement.
 - Strict hand washing will be practised by all educators and children upon entering the service, before preparing or eating food and after all unsanitary tasks such as toileting, cleaning, wiping a nose, before and after administering first aid, playing outside or handling an animal. In addition educators and children are expected to wash their hands before leaving the service, as a means to promote positive personal hygiene practices and to ensure that all infection control measures have been followed to reduce the risk of contamination after leaving the centre.
 - Alcohol based hand rubs will be made available to educators. Soap and water are the best option when hands are visibly dirty, however alcohol based hand rubs are useful when performing multiple tasks during which hands can potentially become contaminated (e.g. when on excursions, in the playground etc.).
 - The service will be cleaned daily to minimise spread on surfaces, and rosters maintained as evidence of the cleaning tasks being undertaken.
 - All toilet facilities will have access to a basin or sink with running water and soap and paper towel for washing and drying hands.
 - Soap and paper towel will also be available in the kitchen area.
 - All toilets, hand basins and kitchen facilities used by the service will be cleaned and disinfected daily. General surfaces will be cleaned with detergent after each activity and at the end of the day and all contaminated surfaces will be disinfected.
 - Toys will be washed, cleaned and disinfected on a regular basis with material items such as dress ups and cushion covers laundered as required but a minimum of quarterly.
 - Educators will maintain and model appropriate hygiene practices and encourage the children to adopt effective hygiene practices themselves. As part of children taking increasing responsibility for their own health and physical wellbeing, educators will acknowledge children who are modelling positive hygiene practices.
 - Informal education in proper hygiene practices will be conducted regularly through discussions and planned experiences and through inclusion in the service's routines and reminders. Health and effective hygiene practices will be highlighted to families and, where appropriate, information sheets or posters will be used by educators to further support the utilisation of these infection control practices within the service.
 - Educators will aim to provide a non-judgemental approach to differences in hygiene practices and standards between families in order to support children's developing sense of identity. Where practices differ to standards expected in the service educators will remind children that these are practices to be followed in the Service but they may be different for them at home.
 - All educators will be advised upon appointment to the position of the recommended vaccinations for workers in children's services.
- b) Management of infectious diseases**
- Children and educators with infectious diseases will be excluded from the service for the period recommended by the NSW Department of Health.

- Where there is an outbreak of an infectious disease, each enrolled child's family/emergency contact will be notified within 24 hours under ordinary circumstances. The service will maintain confidentiality when issuing the notification and ensure it is not prejudicial or identifies any children.
- In the event of an outbreak of vaccine-preventable disease at the service or school attended by children at the service, children not immunised will be required to stay at home for the duration of the outbreak, for their own protection.
- If a child develops symptoms of a possible infectious disease whilst at the service, their family will be contacted to take the child home. Where they are not available, emergency contacts will be called to ensure the child is removed from the service promptly.
- All educators dealing with open sores, cuts and bodily fluids shall wear disposable gloves and practice universal precautions as per the service hygiene policy.
- Educators with cuts, open wounds or skin diseases such as dermatitis should cover their wounds and wear disposable gloves. They will be properly and safely discarded after use and educators are to wash their hands after doing so.
- If a child has an open wound it will be covered with a waterproof dressing and securely attached.
- If bodily fluids or blood gets on the skin but there is no cut or puncture, wash away with hot soapy water.
- In the event of exposure through cuts or chapped skin, promptly wash away the fluid, encourage bleeding and wash in cold or tepid soapy water.
- In the event of exposure to the mouth, promptly spit it out and rinse mouth with water several times.
- In the event of exposure to the eyes, promptly rinse gently with cold or tepid tap water or saline solution.
- In the event of having to perform CPR, disposable sterile mouth masks are to be used, or if unavailable a piece of cloth. The educator in charge of the first aid kit will ensure that a mask is available at all times.
- Any exposure should be reported to the Nominated Supervisor or Responsible Person to ensure proper follow up procedures occur.
- When assisting children with toileting, educators will ensure that they wear gloves and wash their hands afterwards. They will also ensure the child to wash their hands.
- Educators will consider the resources they are using when assisting school age children when toileting to ensure they are age appropriate and ensure privacy for the child and ease of use by educators.
- Any soiled clothing shall be handled using disposable gloves and be placed in a sealed plastic bag for the families to take home for laundering. The service will never rinse soiled clothing.
- Any blood or bodily fluid spills will be cleaned up immediately, using gloves and the area fully disinfected. Cloths used in cleaning will be wrapped in plastic bags and properly disposed of according to current infection control guidelines.
- The Public Health Unit will be notified if any child contracts a vaccine-preventable disease.
- Payment of fees will be required for children during an outbreak of a vaccine-preventable disease, unless other arrangements discussed and agreed to by the management committee, have been made.
- The Nominated Supervisor or Responsible Person will follow the recommendations as outlined by the NSW Health Department at all times.

- The decision to exclude or re-admit a child or educator will be the responsibility of the Nominated Supervisor or Responsible Person based on symptoms, medical opinion and NSW Department of Health guidelines for infectious diseases.
- The service has the right to refuse access if concerned about a child or educator's health.
- Children and educators with diarrhoea will be excluded for 24 hours after the symptoms have disappeared or after a normal stool.
- A doctor's clearance certificate will be required for all infectious diseases such as measles, mumps, diphtheria, hepatitis A, polio, tuberculosis, typhoid and paratyphoid before returning to the service.

c) Management of HIV/AIDS/HEP B & C:

- Under the Federal Disability Act and the Equal Opportunity Act, there will be no discrimination based on a child's/family/educators HIV status.
- A child with HIV/AIDS shall be treated as any other child and will have the same level of physical contact with educators as other children in the centre.
- Where educators are informed of a child, family member or another educator who has HIV/AIDS or Hep B or C, this information will remain confidential at all times. The service has no obligation to advise other families attending the service of a child's or educators HIV/AIDS status.
- Proper safe and hygienic practices will be followed at all times and implementation of procedures to prevent cross infection as identified in this policy will be consistently implemented.
- Educators and families will be encouraged to participate in AIDS and Hepatitis education.

d) Management of Pandemic/Epidemic

Our strategy to manage a pandemic is to minimise the impact on the health of children, families and educators.

Educators will:

- Notify families the service is aware of an outbreak asking them to collect their child/ren from the service as soon as practical. This will be communicated via an email to both parent/carers, a message on Class DOJO and via our website.
- Advise families that we are following all of the current recommendations regarding health and hygiene practices to contain the spread of the virus, and that they can seek additional information from NSW Govt Health <https://www.health.nsw.gov.au/Infectious/diseases>
- Comply and report any risk, incident or closure to the State Regulatory Authority within 24 hours.
- Implement effective hygiene process of a deep clean of service if the service is forced to close.
- Where appropriate, educators will speak to the children about the pandemic in ways that do not alarm them or cause unnecessary fear or distress.
- If applicable Educators will provide a written clearance from a doctor or undergo necessary testing in order to work at the service throughout the pandemic. This will be at the discretion of the Nominated Supervisor or Responsible person.

Families will:

- comply with guidance issued by Government agencies, including in relation to attendance, quarantine and self-isolation.
- seek medical attention if they present with symptoms of the virus or are confirmed to have the virus while in isolation. This is particularly important if they have been at the service before isolation
- provide written clearance from a doctor after a period of isolation or quarantine confirming they/child/family member are not contagious and may return to the service.