



# Infectious Disease Policy

Quality Area 2:  
Children's Health  
and Safety

## POLICY STATEMENT

Our education and care service is committed to providing a safe and healthy environment for all children, staff and any other persons attending the service by:

- responding to the needs of the child or adult who present with symptoms of an infectious disease or infestation while attending the service;
- complying with current exclusion schedules and guidelines set by the Public Health Unit; and

providing up-to-date information and resources for families and staff regarding protection of all children from infectious diseases and blood-borne viruses, management of infestations and immunisation programs.

## NATIONAL QUALITY STANDARDS

### Element 2.1.1

*Wellbeing and Comfort* – Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation

### Element 2.1.2

*Health Practices and procedures* – Effective illness and injury management and hygiene practices are promoted and implemented

### Element 2.2.2

*Incident and Emergency Management* – Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.

### Element 6.1.3

*Families are supported* – Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.

### Element 6.2.3

*Community engagement* – The service builds relationships and engages with its local community

## AIMS

The way that children interact with each other and with adults in education and care services means that diseases can quickly spread in a variety of ways. Whilst it is not possible to prevent the spread of all infections and diseases, minimising the risk is enhanced through:

- effective hand hygiene;
- exclusion of ill children, educators and other staff; and
- immunisation

## IMPLEMENTATION – ROLES AND RESPONSIBILITIES

### The Approved Provider is responsible for-

Ensure the service operates in line with the Education and Care Services National Law and National Regulations 2011 including:

- Ensuring that where there is an occurrence of an infectious disease at the service, reasonable steps are taken to prevent the spread of that infectious disease. (Regulation 88(1)).
- Ensuring that where there is an occurrence of an infectious disease at the service, a parent/guardian or authorised emergency contact of each child at the service is notified of the occurrence as soon as is practicable (Regulation 88(2)).
- Ensuring that information from the Public Health Unit about the recommended minimum exclusion periods is displayed at the service, is available to all stakeholders and is adhered to in the event of an outbreak of an infectious disease (as designated by the Department of Health).
- Ensuring that the parent/guardian and Public Health Unit are informed within 24 hours of becoming aware that an enrolled child is suffering from a notifiable disease.
- Ensuring that any directions provided by Public Health Unit are followed regarding the possible exclusion of a child or educator who is not immunised against a vaccine preventable disease.
- Notifying the Regulatory Authority within 24 hours of a serious incident including when a child becomes ill at the service or medical attention is sought while the child is attending the service.
- Ensuring that appropriate and current information and resources are provided to staff and parents/guardians regarding the identification and management of infectious diseases, blood-borne viruses and infestations.
- Keeping informed about current legislation, information, research and best practice.
- Ensuring that any changes to the exclusion table or immunisation schedule are communicated to staff and parents/guardians in a timely manner.
- Ensuring all enrolled children at the service have provided an AIR up to date immunisation history statement before commencing at the Service

### The Nominated Supervisor is responsible for-

- Contacting the parents/guardians of a child suspected of suffering from an infectious or vaccine- preventable disease, and requesting the child be collected as soon as possible.
- Notifying a parent/guardian or authorised emergency contact person when a symptom of an excludable infectious illness or disease has been observed.
- Ensuring that a minimum of one staff with current approved first aid qualifications is in attendance and immediately available at all times the service is in operation.
- Establishing good hygiene and infection control procedures and ensuring that they are adhered to by everyone at the service.
- Ensuring the exclusion requirements for infectious diseases are adhered to as per the recommended minimum exclusion periods, notifying the Approved Provider and parents/guardians of any outbreak of infectious disease at the service, and displaying this information in a prominent position.

- Providing information and resources to families to assist in the identification and management of infectious diseases and infestations.
- Maintaining confidentiality at all times.
- Ensuring that an “Incident, Injury, Trauma and Illness” record is completed as soon as practicable or no later than 24 hours of the illness occurring.
- Maintain and keep an up to date Staff immunisation register
- Ensuring all enrolled children at the service have provided an AIR up to date immunisation history statement before commencing at the Service

**Early Childhood Teachers/Educators are responsible for-**

- Ensuring that any children that are suspected of having an infectious illness are responded to and their health and emotional needs supported at all times.
- Implementing appropriate health and safety procedures, when tending to ill children.
- Ensuring that families are aware of the need to collect their children as soon as practicable to ensure the child’s comfort.
- Providing the Approved Provider/Nominated Supervisor with a copy of their immunisation history statement and provide updated statements as applicable
- Ensuring and maintaining effective hygiene measures. Providing varied opportunities for children to engage in hygiene practices, including routine opportunities, and intentional practice.
- Observing signs and symptoms of children who may appear unwell and informing the Nominated Supervisor/Responsible Person.
- Providing access to information and resources for parents/guardians to assist in the identification and management of infectious diseases and infestations.
- Maintaining confidentiality at all times.

**Families are responsible for-**

- Upon enrolment, before the child attends Preschool, providing an Australian Immunisation Registry Immunisation History Statement which shows that the child is up to date with their scheduled vaccinations.
- Keeping their children at home if they are unwell or have an excludable infectious disease.
- Keeping their children at home when an infectious disease has been diagnosed at the service and their child is not fully immunised against that infectious disease if directed to do so by the Public Health Unit.
- Informing the service if their child has an infectious disease or has been in contact with a person who has an infectious disease

**SOURCES**

Immunisation Toolkit – [www.health.nsw.gov.au/immunisation/Publications/immunisation-enrolment-toolkit.pdf](http://www.health.nsw.gov.au/immunisation/Publications/immunisation-enrolment-toolkit.pdf)

Staying Healthy: Preventing infectious diseases in early childhood education and care services 5th edition July 2015

Public Health Amendment (Vaccination of Children Attending Child Care Facilities) Bill 2013; Public Health regulation 2012; Public Health Act 2010 - Parliament of NSW

Public health and Wellbeing Amendment (No Jab, no Play) Act, 2015

### LEGISLATION

Education and Care Services National Law Act 2010: Section 167

Education and Care Services National Regulations: Regulations 78-80

Work Health and Safety Act 2011

Public Health Regulation 2012

Public Health Act 2010

Public Health Amendment (Vaccination of Children Attending Child Care (Facilities) Bill 2013

Australian New Zealand Food Standards Code (FSANZ)

### AUTHORISATION

This policy was adopted by the Approved Provider of East Lismore Community Preschool at the committee meeting on 13<sup>th</sup> May

### REVIEW DATE

This policy is set to be reviewed every 2 years unless required earlier due to changes in the workplace or legislative requirements.

Next review date May 2022