

D-9 DEALING WITH INFECTIOUS DISEASES

POLICY STATEMENT

This policy has been established to ensure there are clear procedures in place to support the prevention and management of the spread of infectious diseases and to support a safe and hygienic environment for the health and wellbeing of the children.

As part of our approach to prioritising health and safety, we implement effective hygiene practices and work to prevent and effectively deal with any infectious disease in line with the Education and Care Services National Regulations and the advice of health experts.

Infectious diseases can spread rapidly in education and care services. It is for this reason that it is especially important for our service to have effective policies and procedures in place that can promote awareness of infectious diseases and safe hygiene practices, that help to prevent any infectious disease from occurring, and outline the processes to manage any outbreak.

PROCEDURES

a) Prevention

- Universal precautions will be consistently applied across service practices to ensure prevention of the spread of infections is effective.
- A link to the Department of Health guidelines on infectious diseases will be available on our website for reference by staff, management and families.
- 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 when being signed in by their family will not be permitted to be left at the service.
- Hand washing will be practiced by all educators and children before preparing, serving or eating food and after such a tasks as handling garbage, using the toilet, cleaning up any items, wiping a nose, before and after administering first aid, playing outside or handling an animal.
- The service will be cleaned daily by and there will be a schedule outlining regular cleaning duties.
- All toilet facilities will have access to a basin or sink with running hot and cold water and soap and paper towel for washing and drying hands.

- Women and girls will have access to proper feminine hygiene disposal.
- Soap and paper towel will also be available in the kitchen and first aid areas. Tissues will be available in a central location such as at the first aid area.
- All toilets, hand basins and kitchen facilities used by the service will be cleaned and sanitized daily. General surfaces will be cleaned with detergent after each activity and at the end of the day all benchtops, tables and surfaces will be sanitized.
- Toys will be washed, cleaned and sanitised on a regular basis with material items such as dress ups and cushion covers laundered as required.
- Educators will maintain and model appropriate hygiene practices and encourage the children to adopt effective hygiene practices. Educators will support and encourage children to take responsibility for their own health and physical wellbeing by acknowledging their good hygiene practices.
- Informal education in proper hygiene practices will be conducted on a regular basis, either individually or as a group through conversations, planned experiences, inclusion in service routines and reminders. Health and hygiene practices will be highlighted to parents, and where appropriate information sheets or posters will be used by educators to support these practices.
- Educators will aim to provide a non-judgmental 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 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 importance of maintaining their immunity to common childhood diseases, tetanus and Hepatitis B through immunization with their local health professional.

b) Management

- Children and staff with infectious diseases will be excluded from the service for the period recommended by the Department of Health.
- The service will require certification of a child's current vaccine status upon enrolment for information purposes. It remains a family decision whether or not to vaccinate their child and children will not be prohibited from enrolling on the basis of their vaccination status.
- Where there is an outbreak of an infectious disease, the service will notify families that there has been an occurrence of an infectious disease at the service premises, within 24 hours under ordinary circumstances. The service will maintain confidentiality when issuing the notification and ensure it is not prejudicial or does not identify any children.
- Where there is an outbreak of an infectious disease, the service will ensure that notification requirements to the regulatory authority are met in relation to an outbreak of an infectious

disease that poses a risk to the health, safety or wellbeing of children attending the service (section 174, regulation 175).

- In the event of an outbreak of vaccine-preventable disease at the service or school attended by children at service, parents of children not immunised may be required to stay at home for the duration of the outbreak, for their own protection. This will be managed under the guidance and direction of the NSW Department of Health.
- If a child develops symptoms of a possible infectious disease whilst at the service, their family will be contacted to take the child home promptly. Where they are not available, emergency contacts will be called. Staff will ensure the child is kept comfortable and reassured while waiting for collection away from the other children.
- The service will maintain a supply of personal protective equipment (PPE) including toilet tissue, paper towels, soap, gloves, aprons, plastic bags as well as cleaning products including detergent, sanitizer, disinfectant, sandpit sanitizer.
- All staff dealing with open sores, cuts and bodily fluids shall wear disposable gloves and practice universal precautions.
- Staff with cuts, open wounds or skin diseases such as dermatitis should cover their wounds and wear disposable gloves.
- Disposable gloves will be properly and safely discarded and staff 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, face shields are to be used, or if unavailable a piece of cloth. First aid kits will be stocked with a face shield at all times.
- Any exposure should be reported to the Coordinator/Nominated Supervisor and management to ensure proper follow up procedures occur.

- When assisting children with toileting and nappy changing, staff will ensure that they wear gloves and wash their hands afterwards. They will also encourage the child to wash their hands.
- Staff 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 staff.
- Any soiled clothing shall be handled using disposable gloves and be placed in a sealed plastic bag for the parents 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 Management, have been made.
- The Nominated Supervisor will at all times follow the recommendations as outlined in the Health Department document.
- The decision to exclude or re-admit a child or staff member will be the responsibility of the Nominated Supervisor based on the child's symptoms, medical opinion and Department of Health guidelines for children who have an infectious disease or who have been exposed to an infectious disease.
- The Nominated Supervisor or staff members have the right to refuse access if concerned about the child's health.
- Children and staff 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.
- The service will maintain templates, checklists and posters providing information to educators, staff and visitors in the management of cleaning processes, including daily/termly/yearly cleaning schedules, cleaner's schedule, food safety, hygiene practices including handling of body fluids, nappy changing, nose-wiping etc.
- The service does not permit the blowing out of candles on birthday cakes for example, in the interests of prevention of the spread of infectious diseases.

c) Management of HIV/AIDS/Hep B and 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 AIDS shall be treated as any other child and will have the same level of physical contact with educators as other children in the service.
- 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 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.

CONSIDERATIONS

National Quality Standards

2	Children's health and safety	
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented
2.2	Safety	Each child is protected
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented
2.2.3	Child protection	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect
3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained
6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role
7.1.2	Management systems	Systems are in place to manage risk and enable the effective management and operation of a quality service

Education and Care Service National Regulations 2011

Section 172	Offence to fail to display prescribed information
Section 167	Offence relating to protection of children from harm and hazards
Section 174	Offence to fail to notify certain information to Regulatory Authority
85	Incident, injury, trauma and illness
86	Notification to parent of incident, injury, trauma and illness
87	Incident, injury, trauma and illness record
88	Infectious diseases
95	Procedure for administration of medication
103	Premises, furniture and equipment to be safe, clean and in good repair
168	Education and care service must have policies and procedures
173	Prescribed information to be displayed
175	Prescribed information to be notified to Regulatory Authority
162	Health information to be kept in enrolment record
176	Time to notify certain information to Regulatory Authority

Related Policies / Forms

<p>Staying healthy: Preventing infectious diseases in early childhood education and care services</p> <p>Service enrolment record</p> <p>Family Information Booklet</p> <p>Providing a child safe environment policy</p> <p>Administration of First Aid policy</p> <p>Enrolment and orientation policy</p> <p>Dealing with medical conditions and medication administration</p> <p>Acceptance and refusal of authorisations policy</p> <p>Management of injury, incident, trauma and illness policy</p>

ENDORSEMENT AND REVIEWS

Date	Action
01.05.2014	Approved by SNCC Board
10.10.2020	Previous Review Date
18.03.2024	Last Review Date
March 2027	Next Review Date