

## **INFECTIOUS DISEASES /ILLNESS EXCLUSION**

### **AIM:**

To protect the health and well-being of all who have access to the registered premises of Clarence Family Day Care educators.

To comply with the Education and Care Services National Regulation 2011, specifically, part 4.2, Division 2, clause 88 Infectious Diseases.

Children's exposure to infectious diseases will be minimised by:

- our service following all recommended guidelines from relevant authorities regarding the prevention of infectious diseases;
- promotion of practices that reduce the transmission of infection;
- the exclusion of sick children, educators and staff;
- service support for child immunisation; and
- implementation of effective hand washing procedures.

### **RATIONALE:**

Ensuring the health and safety of children, educators and staff, and supporting children's ongoing wellbeing, is a core focus of the delivery of an education and care service. Educators need to be aware of the likelihood of young children being exposed to an infectious illness whilst in care. Maintaining hygiene practices within the service and teaching young children about health and hygiene will assist in the prevention of infectious diseases. Providing families with timely and current information will further support this process.

Limiting the spread of significant communicable infections by exclusion of children, educators and staff who appear to be suffering from an infectious disease will be a key consideration in the operation of the service.

### **Some Criteria to Assess By:**

- \* fever in excess of 38 degrees
- \* two or more loose bowel movements
- \* unidentified or infectious rash or skin infection
- \* eye discharge
- \* repeated vomiting
- \* persistent cough
- \* breathing difficulties

### **PROCEDURES**

#### **Approved provider will:**

- ensure that all information regarding the prevention of infectious diseases is sourced from a recognised health authority, such as: *Staying Healthy in Child Care – Preventing Infectious Diseases in Child Care* (5th edition), National Health and Medical Research Council (2012), and the NSW Dept of Health, or NSW public hospitals websites;
- ensure implementation of the recommendations from *Staying Healthy in Child Care – Preventing Infectious Diseases in Child Care* to prevent the spread of infectious diseases at the service;

- ensure that children are protected from harm by working with the nominated supervisor, staff and educators on developing, implementing and reviewing policies that will guide health and safety procedures within the service; and
- collect, maintain, and appropriately store the required enrolment documents and enrolment information of children in the service.

**Coordination unit staff will:**

Develop and implement procedures for:

- maintaining hygienic environments;
- providing families with relevant infectious diseases, health and hygiene information;
- guiding programs to assist children's understanding of health and hygiene;
- ensuring all stakeholders are aware of relevant immunisation guidelines for children and themselves; and
- maintaining relevant records regarding medical conditions of children at the service.
- enrolment procedures that capture required information regarding the children's immunisation status, and any medical conditions.
- ensuring educators are made aware of individual children's circumstances prior to commencement of care or whenever changes are notified to the scheme by a parent of the child;
- maintaining confidentiality with regards to children's individual medical circumstances by putting procedures in place to safeguard children and families personal information;
- providing opportunities for educators to source relevant up to date information on the prevention of infectious diseases and maintaining health and hygiene, from trusted sources;
- ensuring opportunities for educators and families to be involved in the review of the policies and procedures regarding children's health and safety; and
- informing and implementing the advice of the health department, or local health unit regarding infectious diseases as required;

**Educators will:**

- ensure that any children that are suspected of having an infectious illness are responded to and their health and emotional needs supported at all times;
- implement appropriate health and safety procedures, when tending to ill children;
- ensure that families are aware of the need to collect sick children as soon as practicable to ensure the child's comfort;
- advise families that they will need to alert the service if their child is diagnosed with an infectious illness;
- ensure that an Incident, Injury, Trauma and Illness Record is completed as soon as practicable or no later than 24 hours of the incident occurring;
- provide varied opportunities for children to engage in hygiene practices, including routine opportunities, and intentional practice;
- take into consideration the grouping of children to reduce the risk of acquiring an infectious illness when planning the routines/program of the day;

- implement the services health and hygiene policies including:
  - hand washing – washing and drying thoroughly, and remembering to include babies when hand washing
  - routine and daily cleaning of the service;
  - nappy changing procedures;
  - wearing gloves (particularly when in direct contact with bodily fluids);
  - proper handling and preparation of food;
- maintain their knowledge in regard to health and safety by participating in appropriate professional development opportunities, and

**Families will:**

- advise the service of their child's immunisation status and provide a copy of the child's Immunisation History Statement or Australian Childhood Immunisation Register (ACIR) approved document;
- advise the service when information regarding their child's medical condition (if applicable) is updated and provide this information to the service to ensure that enrolment records are up to date;
- be invited to provide input into the review and effectiveness of policies and procedures of the service via various methods.

**General procedures for educators:**

**1. If a child is ill at home, parents should contact the educator prior to the commencement of care. If a child has a potentially infectious disease (see page 1 - Criteria to Assess by) the child should NOT attend care.**

2. If an educator considers that a child has a potentially infectious disease the educator should contact the child's parent and request that the parent, or other person authorised by the parent, collects the child from care as soon as possible.

3. The educator may request that the parent obtains a doctor's certificate stating the diagnosis of the child's illness, prior to the child returning to care, if a condition still exists. Any potentially infectious child/household member (*using above criteria*) must be separated from children in care.

**4. If the educator has a potentially infectious illness the service should be closed. If the educator or any member of the educator's household has an excludable infectious illness, the educator's service will be closed with NO fees payable by the parent/s.**

5. Exclude child/ren by reference to the **Recommended Minimum Periods of Exclusion** guidelines.

6. In the event of a difference of opinion between the **Recommended Minimum Periods of Exclusion** guidelines and the child's doctor, advice is to be sought from local public health personnel. *See contact telephone number below*

7. Children who have not been immunised will be excluded from the service for the required period, if they have been exposed to a vaccine preventable disease.

8. Following an instance of a potentially infectious disease the care premises will be appropriately cleaned prior to the recommencement of care.

8. Information about the occurrence of a significant infectious disease within the service affecting any child using the service or the educator or any member of the educator's household shall be made available to the parents of children provided with the service, in a manner that is not prejudicial to the rights of individual children, educators or other persons.

9. The co-ordination unit will notify the Public Health Unit of any child/ren who has contracted an infectious disease as listed below.

The National Health and Medical Research Council (NHMRC) recommend that childcare staff should be immunised against:

Hepatitis A  
Measles, Mumps and Rubella  
Varicella (Chickenpox)  
Pertussis (Whooping cough)

Childcare workers born during or since 1966 who do not have vaccination records of two doses of MMR, or do not have antibodies for rubella, require vaccination.

### **INFECTIOUS DISEASES TO BE NOTIFIED BY CHILDCARE FACILITIES (Schedule 42D, Public Health Act 1991)**

Diphtheria  
Measles  
Mumps  
Pertussis (Whooping Cough)  
Rubella (German measles)

The Public Health Unit also appreciates notification of clusters of non-notifiable diseases, and can offer advice and assistance.

North Coast Area Health Service, Lismore. Phone: 02 66207509

**Relevant Legislation:** *Education and Care Services National Regulation 2011, cl.88;*  
*Work Health and Safety Act 2011;*

**Key Resources:** *Staying Healthy In Child Care*, the National Health and Medical Research Council, Commonwealth of Australia, 5th edition, 2012;  
*Health & Safety In Family Day Care – Model Policies & Practices*, University of New South Wales, 2<sup>nd</sup> edition, November 2003;  
*Practical Policies and Procedures for Child Care Services*, Somerville Community Services Inc, 1997;  
*Community Childcare Cooperative Ltd. (NSW), Sample Policy Template.*