

## DEALING WITH INFECTIOUS DISEASES

### OVERVIEW

*This policy outlines roles/responsibilities of staff and parents regarding management of infectious diseases. It also covers use of DECD documents relating to infectious diseases including '[Staying Healthy in Childcare](#)' and recommended hygiene practices. It should be used alongside site specific hygiene policies such as the 'Nappy Change Policy' and handwashing guidelines.*

### INSTRUCTIONS

Risk assessment and identification of illness should follow [DECD Infectious Disease Control Procedure](#).

#### Leadership will:

- Oversee implementation of this policy.
- Report confirmed cases of infectious diseases on IRMS.
- Oversee collection of correct immunisation schedule for all children prior to enrolling and systems to ensure immunisations for children attending the site are updated according to government schedule.
- Communicate with families who have exemptions from immunisation legislation.
- Oversee and update site illness policies and procedures in line with advice from SA Health and Staying Healthy in Childcare guidelines.
- Abide by all Department for Education requirements and directions in relation to COVID-19 and other illnesses.

#### Families will:

- Ensure their children's immunisations are up-to-date as detailed on the Child Youth Health website (<http://www.cyh.com/healthtopics/healthtopicdetails.aspx?p=114&np=303&id=1841>).
- Be aware they cannot enrol at or attend the site until their child's up to date immunisation schedule has been provided from myGov.
- If eligible for exemption from immunisations schedule, be responsible for communicating this to Leadership and providing appropriate proof.
- Inform the Centre as soon as possible if their child is diagnosed with a contagious disease.
- Be aware that during periods where a contagious disease has been identified in children at the Centre, unimmunised children may be sent home to prevent putting them at risk.
- Collect their child from care if requested by staff.
- Seek clearance from a medical professional, if requested, before returning their child to care.
- Keep their children home from the Centre (including events and programs) until the appropriate exclusion period outlined in 'Staying Healthy in Childcare' has passed.

#### Educators will:

- Inform the Director if they believe they have contracted an infectious illness and remain home for the recommended exclusionary period.
- Support children to wash their hands before eating, after messy play and toileting.
- Follow the site's Nappy Change Policy and ensure a high level of hygiene practices to avoid spreading infectious diseases including washing their hands before handling food, before nappy changes, after assisting children with toileting or changing nappies, after sneezing, going to the bathroom or handling dangerous materials (cleaning materials, soil etc.)
- Notify other staff if advised by a parent their child has been diagnosed with a contagious disease.
- Photocopy and display relevant information from 'Staying Healthy in Childcare' outside the rooms, along with the number of cases identified at the Centre, once the potential illness is identified.
- Tell administrative staff that 'Staying Healthy' factsheet has been displayed and how many cases are present in the room. Whoever displays the factsheet should be the one to inform admin.
- Monitor signs of illness in children in line with current site policy and procedures as outlined on the illness flowchart and illness record.
- Contact the parents of any children who exhibit any symptoms identified as possibly contagious in 'Staying Healthy' e.g. vomiting, loose bowels, high temperature, rash, cold sores.

- Ensure children who are sent home are accompanied by an illness record outlining their symptoms, any required exclusionary period and if a medical clearance is requested.

Further information and guidelines can be found on the National Health and Medical Research Council (<http://www.nhmrc.gov.au/guidelines/publications/ch55>).

**Administration will:**

- Notify parents of cases of infectious diseases via email.
- Collect immunisation records from families and manage reminders and filing of records.

**Implemented:** November 2013

**Reviewed:** May 2023

**Next Review:** May 2024

**DECD Forms:** Infectious Disease Control Procedure, Staying Healthy in Childcare (5<sup>th</sup> Edition)

**Centre Policies:** Nappy Change Policy

**Centre Forms:** Illness record