

CONTROL OF INFECTIOUS DISEASES POLICY

Ashby Primary School Out of School Hours Care Service will minimise children’s exposure to infectious diseases by adhering to all recommended guidelines from relevant authorities regarding the prevention of infectious diseases, promoting practices that reduce the transmission of infection, ensuring the exclusion of sick children and educators, supporting child immunisation, and implementing effective hygiene practices.

NATIONAL QUALITY STANDARD (NQS)

| QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY | | |
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| 2.1.1 | Wellbeing and comfort | Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s needs for sleep, rest and relaxation. |
| 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. |

| EDUCATION AND CARE SERVICES NATIONAL REGULATIONS | |
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| 77 | Health, hygiene and safe food practices |
| 85 | Incident, injury, trauma and illness policies and procedures |
| 86 | Notification to parents of incident, injury, trauma and illness |
| 87 | Incident, injury, trauma and illness record |
| 88 | Infectious diseases |
| 90 | Medical conditions policy |
| 93 | Administration of medication |
| 162 | Health information to be kept in enrolment record |
| 168 | Education and care service must have policies and procedures |
| 170 | Policies and procedures to be followed |
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| 172(2)(g) | a notice stating that there has been an occurrence of an infectious disease at the premises |
| 173 | Prescribed information to be displayed |
| 175 | Prescribed information to be notified to the Regulatory Authority |
| EDUCATION AND CARE SERVICES NATIONAL LAW | |
| 172 | Offence to fail to display prescribed information |

PURPOSE

Children encounter many other children and adults within the OSHC Service environment which can result in the contraction of infectious illnesses. Our Service has a duty of care to ensure that children, families, staff, and visitors of the Service are provided with a high level of protection during the hours of the Service's operation. We aim to manage illnesses and prevent the spread of infectious diseases throughout the Service.

SCOPE

This policy applies to children, families, staff, approved provider, nominated supervisor and management of Ashby Primary School OSHC Service.

IMPLEMENTATION

Under the Education and Care Services National Regulations, the approved provider must ensure policies and procedures are in place in relation to dealing with infectious diseases. (ACECQA, August 2021).

Our Service is committed to minimise the spread of infectious diseases and viruses by implementing recommendations as stated in the *Staying healthy: Preventing infectious diseases in early childhood education and care services* (Fifth Edition) developed by the Australian Government National Health and Medical Research Council and advice provided from the Australian Health Protection Principal Committee (AHPPC).

We are guided by decisions regarding exclusion periods and notification of infectious diseases by the *Australian Government- Department of Health* and local Public Health Units in our jurisdiction as per the Public Health Act.

The need for exclusion and the length of time a person is excluded from the Service depends on:

- how easily the infection can spread
- how long the person is likely to be infectious and
- the severity of the infectious disease or illness.

PREVENTING INFECTIOUS DISEASES

Children often enter school and education and care services when their immune systems are still developing. They have not been exposed to many common germs and therefore are susceptible to bacteria that may cause infections. Given the close physical contact children have with other children in OSHC it is very easy for infectious diseases and illnesses to spread through normal daily activities.

Ashby Primary School OSHC Service implements rigorous hygienic practices to limit the spread of illness and infectious diseases including:

- effective hand washing hygiene
- cough and sneeze etiquette
- use of gloves
- exclusion of children and staff when they are unwell or displaying symptoms of an infectious disease or virus
- effective environmental cleaning including toys and resources

IMMUNISATION REQUIRMENTS

Immunisation is a reliable way to prevent many childhood infectious diseases. When enrolling a child in an Out of School Hours Care Service, parents will be asked to provide an Immunisation History Statement. Should a child not be fully immunised according to the National Immunisation Program Schedule, they will not be prevented from enrolling.

REPORTING OUTBREAKS TO THE PUBLIC HEALTH UNIT AND REGULATORY AUTHORITY

Outbreaks of communicable diseases and contagious viruses represent a threat to public health. To help prevent outbreaks, the Department of Health monitors the number of people who contract certain infectious diseases and their characteristics, the recent travel or attendance of infected people in a public place or on public transport, and works with health specialists and doctors to help prevent the transmission of diseases to other people.

The Public Health Act 2010 lawfully requires and authorises doctors, hospitals, laboratories, school principals and childcare centre directors to confidentially notify the Public Health Unit of patients with certain conditions, and to provide the required information on the notification forms. Specialist trained public health staff review this information and if necessary, contact the patient's doctor, and sometimes the patient, to provide advice about disease control and to complete the collection of information.

All information is held confidentially in order to protect the patient's privacy.

Leadership will closely monitor health alerts and guidelines from Public Health Units and the Australian Government- Department of Health for any advice and emergency health management in the event of a contagious illness outbreak – (e.g.: COVID-19)

The Approved Provider must also notify the Regulatory Authority of any incidence of a notifiable Infectious disease or illness.

LEADERSHIP WILL ENSURE

- that all information regarding the prevention of infectious diseases is sourced from a recognised health authority [Australian Government Department of Health](#)
- exclusion periods for people with infectious diseases recommended by Government Authorities are implemented for all staff, children, parents, families and visitors
- the OSHC service implements recommendations from [Staying healthy: Preventing infectious diseases in early childhood education and care services](#). to maintain a healthy environment

- children are protected from harm by ensuring relevant policies and procedures are followed regarding health and safety within the OSHC Service
- the Public Health Unit is notified in the event of an outbreak of viral gastroenteritis. Management must document the number of cases, dates of onset, duration of symptoms. An outbreak is when two or more children or staff have a sudden onset of diarrhoea or vomiting in a 2-day period.
- a notice is clearly displayed stating that there has been an occurrence of an infectious disease at the OSHC service
- required enrolment information, including health and immunisation records of enrolled children is collected, maintained and appropriately and securely stored

MANAGING A POSITIVE CASE OF COVID-19 IN OSHC SETTINGS

Changes may occur to how our OSHC Service manages positive cases of COVID-19. We will be directed by our regulatory authority as to what procedures need to be followed to ensure the health and safety of all staff, children and families.

Any person who tests positive to COVID-19 must inform their workplace/employer, education setting or school, as soon as possible. If a parent or carer attended the OSHC Service while infectious, they must inform the service.

The Approved Provider must notify the Regulatory Authority of a positive case/or cases of COVID-19 within 7 days, or as soon as possible through the [\(NQA ITS\) as per Regulation 175\(2\)\(c\)](#)

- Leadership will determine staff, children and visitors who were in attendance with the case during the infectious period
- Leadership will notify those in attendance
- isolation is no longer mandatory for exposures in ECE services, however it is recommended
- the service will undertake a thorough clean and disinfection
- a decision to close the service may be required if staffing ratios are affected and all families and staff will be notified of the closure

- privacy and confidentiality laws are adhered to- the person/s who has the confirmed case of COVID-19 will be on a 'need to know' basis only
- re-opening dates will be confirmed to the Regulatory Authority, DESE and families.

A NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL ENSURE:

- a hygienic environment is promoted and maintained
- children are supported in their understanding of health and hygiene practices throughout the daily program and routine (hand washing, hand drying, cough and sneeze etiquette)
- an Immunisation History Statement for each child is requested on enrolment regarding the child's immunisation status (AIR) and any medical conditions
- families are provided with relevant sourced materials and information on infectious diseases, health, and hygiene
- families are advised that they must alert the OSHC Service if their child is diagnosed with an Infectious Illness
- all staff are mindful and maintain confidentiality of individual children's medical circumstances
- families are advised to keep children at home if they are unwell. If a child has been sick, they must be well for 24hrs before returning to the Service.
- educators or staff who have diarrhoea or an infectious disease do not handle food for others and are not to return to work until they have been symptom free for 48 hours
- any risk to a child or adult with complex medical needs is minimised in the event of an outbreak of an infectious disease or virus. This may require a risk assessment and decision-making regarding the suitability of attendance of the child or staff member during this time.

STAFF WILL ENSURE:

- that any child suspected of having an infectious illness is responded to and their health and emotional needs supported at all times
- any child suspected of having an infectious illness is isolated from other children and supervised whilst waiting for collection by parents or guardian

- that appropriate health and safety procedures are implemented when treating ill children- wear disposable gloves, face mask or other PPE if needed
- families are aware of the need to collect their unwell child/ children as soon as practicable from the OSHC Service
- after confirmation that a child is suffering from an infectious disease, and as soon as practical, the family of each child must be notified whilst maintaining the privacy of the ill/infectious child.
- all resources or items touched by a child with a suspected illness are thoroughly cleaned and disinfected- (cushions, pillows, toys)
- opportunities are provided for children to participate in hygiene practices, including routine opportunities, and intentional practice such as hand washing, sneezing and cough etiquette
- consideration is given to the combination of children to decrease the risk of attaining an infectious illness when planning the routines/program of the day
- they adhere to the OSHC Service's health and hygiene policy including:
 - hand washing
 - daily cleaning of the service
 - wearing gloves (particularly when in direct contact with bodily fluids)
 - appropriate and hygienic handling and preparation of food
 - wear face masks if mandated by PHU
 - COVIDSafe Plan
- they maintain up-to-date knowledge with respect to Health and Safety through on-going professional development opportunities

PREVENTION STRATEGIES FOR MINIMISING THE SPREAD OF DISEASE WITHIN OUR SERVICE INCLUDING ALL STAFF ENSURING:

- to clean surfaces first with detergent and water before using disinfectants. (Disinfectants cannot kill germs unless areas are clean)
- mops used for toilet accidents are to be soaked in disinfectant, in a bucket, in the laundry sink and then air-dried.

- that a daily clean is carried out on other surfaces that may transmit germs such as high touch objects including doorknobs, tables, remotes, light switches, low shelving, etc. This will be increased, if an outbreak has been recorded in the Service or to minimise the risk of transmission of a virus such as COVID-19
- that if a child has a toileting accident, the items are placed in a plastic bag with the child's name on it
- all washable toys/equipment out on display for the children are to be washed on an annual basis to decrease the risk of cross contamination and recorded with the date and a signature as evidence.
- toys and equipment (that are difficult to wash) will be washed with detergent (or soap and water) and air-dried in sunlight
- washable toys and equipment will be washed in detergent and hot water or the dishwasher and aired to dry (toys will not be washed in the dishwasher at the same time as dishes). All toys and equipment that have been cleaned will be recorded on the toy cleaning register.
- floor surfaces will be cleaned on a daily basis at the end of each day
- toilets/bathrooms will be cleaned in the middle of the day, the end of the day and whenever needed throughout the day using detergent and water followed by disinfectant and paper towel
- when cleaning up spills of faeces, vomit or urine off floors, bathrooms etc. staff will use disinfectant on the surface after cleaning it with detergent and warm water

FAMILIES WILL:

- adhere to the Service's policies regarding *Control of Infectious Diseases, Immunisation* and *Sick Children* and adhere to exclusion requirements
- adhere to the Service's restrictions of entry into the Service in the event of an outbreak of an infectious disease or virus
- adhere to the Service's policy regarding *Hand Washing*

- exclude their child from care if they display symptoms of an infectious illness or disease or in the event of a vaccine preventable disease occurs in the OSHC Service and their child is not immunised fully
- advise the OSHC Service of their child's immunisation status, by providing approved documentation for the Service to copy and place in the child's file
- advise the OSHC Service when their child's immunisation/medical condition is updated to ensure that immunisation and medical records are up to date
- adhere to the Service's risk minimisation strategies if their child has complex medical needs in the event of an outbreak of an infectious disease or virus.

SOURCE

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 Safe Work Australia

POLICY REVIEW AND APPROVAL

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| Consultation | School Council |
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