



## Cowandilla Children's Centre

### Infectious Disease Procedure

- **When notified by families of a suspected or confirmed case of an infectious disease** an information sheet is displayed at the entrance to the main building and next to the sign in sheet provided for occasional care and crèche. The information details that there has been a suspected or confirmed case of an infectious disease at the centre.
- Details include symptoms, incubation period, infectious period, control and spread of infection and the responsibilities of staff and parents as well as treatment of the disease.
- This information will be displayed for a week or until the last case of infection has been reported to the centre.
- **When staff at the centre identify a suspected case of a potentially infectious disease** the child is moved to an area away from other children to avoid the spread of the infection. An staff member will remain with the child whilst waiting for a family member to be contacted.
- A staff member will check on the child until an authorised person arrives to collect the child.
- Families are encouraged to seek medical advice and to contact the centre if the suspect illness is confirmed as being contagious. On receiving confirmation relevant information relating to the illness will be displayed to notify parents of the contagion and the indicators.
- The information sheets are available from "Keeping Healthy in Child Care" provided by Health and Family Services and are a useful resource for Early Childhood sites.

Policy Area	Infection control
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