

Infectious Disease Policy

Our 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 implement effective hygiene practices.

National Quality Standard (NQS)

Quality Area 2: Children's Health and Safety		
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

Children (Education and Care Services) National Law	
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
162	Health information to be kept in enrolment record

PURPOSE

Our service has a duty of care to ensure that children families, educators 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. Immunisation is a simple, safe and effective way of protecting people against harmful diseases before they come into contact with them in the community. Immunisation not only protects individuals, but also others in the community, by reducing the spread of disease.

SCOPE

This policy applies to children, families, staff, management and visitors of the Service.

IMPLEMENTATION

INFORMATION TO BE DISPLAYED AT THE SERVICE

Information	Website	Phone Number
The National Immunisation Program (NIP) Service	http://www.immunise.health.gov.au/internet/immunise/publishing.nsf/Content/national-immunisation-program-schedule	1800 671 811
The South Australian Immunisation Schedule	http://www.sahealth.sa.gov.au/immunisationprovider	1300 232 272
SA Health	Health.COVIDPublicHealth@sa.gov.au	

Note homeopathic immunisation is not recognised.

New Immunisation Requirements

- Only parents of children (less than 20 years of age) who are fully immunised or are on a recognised catch-up schedule can receive the Child Care Benefit, the Child Care Rebate and the Family Tax Benefit Part A end of year supplement. The relevant vaccinations are those under the National Immunisation Program (NIP), which covers the vaccines usually administered before age five. These vaccinations must be recorded on the Australian Childhood Immunisation Register (ACIR).
- Conscientious objection and vaccination objection on non-medical grounds will no longer be a valid exemption from immunisation requirements.
- Children who are unvaccinated due to their parent's conscientious objection will no longer be able to be enrolled in childcare or Kindergarten. Children who cannot be fully vaccinated due to a medical condition or who are on a recognised catch-up schedule will still be able to be enrolled upon presentation of the appropriate form signed by a medical practitioner.
- Families eligible to receive family assistance payments and have children less than 20 years of age, who may not meet the new immunisation requirements, will be notified by Centrelink.
- To support these changes, the ACIR is being expanded. From 1 January 2016, you will be able to submit the details of vaccinations given to persons less than 20 years of age to the ACIR.

Vaccination

The department strongly encourages all employees to maintain up to date vaccination against COVID-19, with a Therapeutic Goods Administration (TGA) Approved Vaccine.

The department continues to encourage all employees to maintain up-to-date vaccination status but recognises that some employees will choose not to.

The amended policies will allow unvaccinated employees (and non-employees) to work in corporate and mainstream school and preschool settings with no additional requirements, however they will be subject to particular requirements as stated in the Covid-19 Vaccination policy when working in higher risk settings.

Refer to [COVID-19 vaccination policy for employees](#)

Refer to the amended [COVID-19 vaccination policy for non-employees](#)

Symptomatic staff, students and visitors should not be attending preschools.

Management will ensure:

- That all information regarding the prevention of infectious diseases is sourced from a recognised health authority.
- To implement the recommendations from Staying Healthy in Child Care – Preventing Infectious Diseases in Child Care to prevent the spread of infectious diseases at the Preschool.
- Children are protected from harm by ensuring relevant policies and procedures are followed regarding health and safety within the service.
- They collect, maintain, and appropriately store the required enrolment documents and enrolment information of children in the service.
- That the “Confirmed case protocol” is followed including following the Testing, isolating and Quarantine for preschool and early childhood settings protocol. **Positive COVID-19 case reporting** [Positive COVID-19 case reporting form](#) to report COVID-19 cases.
- Will follow the department’s [testing and isolation](#) arrangements.
- That symptomatic staff, students and visitors not attend preschool.
- Staff, parents and visitors are made aware that SA Health strongly recommends that staff, students and children with symptoms stay home and reminds settings that approximately 50% of COVID-19 cases will still be infectious at day 5.
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- Using practices which increase ventilation...such as....
- Increase fresh air into indoor spaces whenever possible by opening windows and doors, including staff rooms and administration areas.
- Air out rooms when not in use.

- Use ceiling fans where natural ventilation is available to encourage airflow. However, you should avoid using fans in enclosed spaces (where fresh air is not available).
- Continue to use air conditioners and ceiling fans (where installed) and consider opening windows and doors to maximise fresh air and minimise recirculation. However, windows and doors do not need to be open at all times if indoor spaces have fresh air introduced via the mechanical air conditioning and ventilation system.
- Maximise the use of outdoor learning environments where appropriate.

A Nominated Supervisor/ Certified Supervisor will ensure:

- A hygienic environment is maintained.
- Cleaning is maintained daily
- Children are directed in their understanding of health and hygiene throughout the daily program and routine.
- Use alcohol based sanitiser – place it at the gate/service entrance for each parent and child to use on arrival
- Use the above mentioned practices to increase ventilation
- Educators and Staff are aware of relevant immunisation guidelines for children and themselves.
- Information is collected on enrolment and maintained regarding each child's immunisation status, and any medical conditions.
- To provide families with relevant sourced materials and information on infectious diseases, health and hygiene including:
 - The current SA Immunisation Schedule for children
 - Exclusion guidelines in the event of an infectious illness at the service for children that are not immunised or have not yet received all of their immunisations
 - Advice and information regarding any infectious diseases in general, and information regarding any specific infectious illnesses that are suspected/present in the service
 - Current COVID information/protocols
- To provide information to families about an infectious disease by displaying and emailing the Infectious Diseases Notification Form and details.
- That an illness record form is completed no later than 24 hours of an illness occurring.
- That if a large number of children/young people and/or employees are diagnosed with an infectious disease, report it as a critical incident on IRMS. (If the infectious disease is on the list of notifiable conditions advice from SA Health will be followed.(see attachment)
- All educators are mindful and preserve confidentiality of individual children's medical circumstances
- Children's enrolment records are updated on EMS with regards to immunisation as required, (i.e. as children reach age milestones for immunisation)
- Advise staff of the recommended immunisations for people working with children
- To provide opportunities for educators to source pertinent up to date information on the prevention of infectious diseases, and maintaining health and hygiene from trusted sources
- To notify and implement the advice of the health department, or local health unit regarding Infectious Diseases as required

- To provide opportunities for staff, children and families to have access to health professionals through information on our parent notice board and community folder and by organising visits/guest speakers to attend the service to confirm best practice.
- Children do not attend the Service if they are unwell. If a child has been sick they must be well for 24hrs before returning to the service. For example, if a child is absent due to illness or is sent home due to illness they will be unable to attend the next day as a minimum. The Director if in doubt that the child has returned to full health may request a doctor's certificate.
- Cloths are colour coded so that a separate cloth is used for floors, bathroom, art and craft and meal surfaces.
- Toys and equipment that are absorbent and hard to clean will be aired in sunlight
- Puzzles, pencils, textas, scissors, construction, computer mouse, light table area will be disinfected daily with glen 20 and left to air dry.
- Washable toys and equipment will be washed in detergent and hot water at the end of each term or before hand if there has been an outbreak of illness at the service and aired to dry.
- Furnishings, pillowcases will be laundered termly. This will be increased during winter months or during an outbreak of illness in the Service.
- Floor surfaces are to be cleaned on a daily basis after each meal and at the end of each day.
- Toilets/bathrooms are to be cleaned in the middle of the day, the end of the day and whenever needed throughout the day using disinfectant and paper towel.
- Disposable paper towel and disinfectant are used to clean bodily fluids off furniture, floors, bathrooms, etc. Please refer to
- Pregnant staff do not change nappies or assist in toileting or cleaning up toileting accidents to prevent unexpected cross contamination.

Educators will ensure:

- That any child suspected of having an infectious illness are responded to and their health and emotional needs supported at all times.
- To implement appropriate health and safety procedures, when treating ill children.
- Families are aware of the need to gather their children as soon as practicable- Educators will contact the child's emergency contact person if parents are not contactable.
- Advise families that they will need to alert the service if their child is diagnosed with an Infectious Illness.
- To maintain their own immunisation status, and advise the Approved Provider/Nominated Supervisor of any updates to their COVID immunisation status.
- To provide diverse opportunities for children to participate in hygiene practices, including routine opportunities, and intentional practice.
- To take into consideration the combination of children and staff to decrease the risk of attaining an infectious illness when planning the routines/program of the day. E.g eating outside in the fresh air, social distancing.
- To adhere to the services health and hygiene policy including:
 - Hand washing
 - Daily cleaning of the service
 - Wearing gloves (particularly when in direct contact with bodily fluids)

- Appropriate handling and preparation of food
- Maintain currency with respect to Health and Safety through on going professional development opportunities.
- All play dough is to be made fresh every week(for each group, i.e separate playdough for each group Mon/Tues group and Wed/Thurs group). If there is an outbreak of vomiting and/or diarrhoea, or any other contagious communicable disease play dough is to be discarded at the end of each day and a new batch made during this time. Children are to wash their hands before and after using the play dough.
- Mops used for toilet accidents are to be soaked in disinfectant in a bucket out by the rainwater tank.
- If a child has a toileting accident, the items will be placed in the child's change of clothes bag and placed in the back of their locker and parents informed at the end of the day.

Families will:

- Advise the service of their child's immunisation status, by providing written documentation of for the service to copy and place in the child's file.
- Advise the Preschool when their child's immunisation/medical condition is updated and provide this information to the Preschool to ensure that enrolment records are up to date.
- Provide sufficient spare clothing, particularly if your child is toilet training

***Also refer to Dept. For Education Infection control and employee immunisation programs regarding reporting infectious diseases on IRMS and Flu vaccinations for staff. (as attached)**

Source

- Australian Children's Education & Care Quality Authority. (2014)
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2015
- ECA Code of Ethics
- Guide to the National Quality Standard
- [http://www.immunise.health.gov.au/internet/immunise/publishing.nsf/Content/67D8681A67167949CA257E2E000EE07D/\\$File/No-Jab-No-Pay.pdf](http://www.immunise.health.gov.au/internet/immunise/publishing.nsf/Content/67D8681A67167949CA257E2E000EE07D/$File/No-Jab-No-Pay.pdf).
- Department of Human Resources: National Immunisation Program Schedule NHMRC
- Staying Healthy Preventing infectious diseases in early childhood education and care services 5th edition
- Medicare Australia
- Public Health Act 2010 (as amended by Public Health Amendment (Vaccination of Children Attending Child Care Facilities) Act 2013

- Public Health Regulation 2012
- Revised National Quality Standards
- Site COVID safety plan
- DFE COVID safe measures in schools, preschools, ECEC and OSHC
- DFE Covid Policy
- <https://edi.sa.edu.au/supporting-children/health-and-wellbeing/covid-19/site-information/current-covid-19-arrangements>

Review

Policy Reviewed	Modifications	Next Review Date
May 2017	Minor changes made to policy and terminology to ensure best practice	June 2018
October 2017	Updated the references to comply with the revised National Quality Standard	June 2018
January 2019	Reviewed S.A does not currently have a policy excluding children from enrolling into preschool if they are not fully immunized. If this comes in 2019, families that are currently enrolled will continue at kindy and be informed of any new legislation.	February 2020
Feb 2020	No Jab No Play policy, Added DFE COVID information & touch point cleaning. Positive COVID-19 case reporting Schools and preschools must continue to use the Positive COVID-19 case reporting form to report COVID-19 cases.	
Feb 2021	Updated Covid information. Added children's immunization records on EMS system instead of EYS once in place. QR Code and Contact tracing record.	Feb 2022
Feb 2022	Updated Covid information and wearing masks. Updated DFE Covid related requirements.	Feb 2023

Feb 2023	Updated DFE Covid related requirements. Added DFE Covid policy	Feb 2024
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Department For Education

Infection control and employee immunisation programs

- [Preventing the spread of infectious diseases](#)
- [Reporting infectious diseases](#)
- [Flu vaccinations](#)
- [Vaccinations for employees at increased risk of exposure](#)
- [Standard](#)
- [Related Information](#)

Exposure to infectious disease may be from infected persons, [infected animals](#), insects, [contaminated food](#), waste or other contaminated objects.

Preventing the spread of infectious diseases

- Take precautions to prevent or minimise the spread of infectious disease. Basic precautions include:
 - following [good hand and respiratory hygiene](#) including regularly washing hands and covering nose and mouth when sneezing and coughing
 - cleaning and disinfecting contaminated items and increasing the cleaning schedule for contaminated areas
 - treating all blood and body substances as potential sources of infection and use personal protective (eg gloves, glasses, face masks)
 - using waterproof coverings over any break in the skin
 - safe [handling and disposal of sharps](#)
 - following appropriate procedures for the handling and disposal of contaminated waste.
- Ensure children, young people and employees with symptoms and signs of an infectious disease such as fever, cold/flu, vomiting or diarrhoea:
 - have limited contact with others
 - are encouraged to seek medical attention
 - follow [SA Health's exclusion period guidelines](#)
 - stay at home until symptoms have passed.
- If a vaccine preventable disease covered by the [Childhood Immunisation Program](#) has occurred at an early childhood service, exclude all children recorded as non-immunised in accordance with [SA Health's exclusion period requirements](#).
- Seek first aid or medical assistance if required.

Reporting infectious diseases

- Report cases of infectious disease on the [Incident and Response Management System \(IRMS\)](#):
 - when an employee contracts an infectious disease in the course of their employment, complete the injury and site leader tabs
 - if a large number of children/young people and/or employees are diagnosed with an infectious disease, report it as a critical incident.
- If the infectious disease is on the [list of notifiable conditions](#) follow the advice from SA Health.
- For cases that are not notifiable to SA Health, inform the school community (without identifying individuals concerned) to:
 - monitor their children for signs and symptoms referring to [you've got what?](#)
 - keep sick children at home in accordance with [SA Health's exclusion period requirements](#)
 - seek medical advice if concerned about their child's health.

Flu vaccinations

- All Education employees are eligible for [annual influenza vaccinations](#).
- The department will [reimburse schools and preschools](#) for the cost of on-site seasonal influenza vaccination programs.
- Employees who receive the vaccine through their GP will only receive a reimbursement for the cost of the vaccine.

Vaccinations for employees at increased risk of exposure

- Corporate funding for vaccinations may be available in situations where department employees are at a greater risk of exposure to an infectious disease than the general population.
 - A list of the types of positions identified at increased risk is available in the [first aid and infection control standard](#).
 - Employees at increased risk who receive vaccination must complete a site generated invoice, attach a service provider receipt/invoice, and [email to Work Health and Safety](#).
- Other employees who consider that they are at increased risk of exposure to infectious disease, but are not in an identified position, must request corporate funding prior to vaccination by completing a [request for vaccination reimbursement form](#).
- Employees who are pregnant, or contemplating pregnancy, should seek advice from their medical practitioner regarding their immune status and vaccination recommendations.

Standard

[First aid and infection control standard](#)

Contact

Work Health and Safety

Phone: 8226 1440

Email: education.whs@sa.gov.au

Related Information

- [First aid in the workplace: Code of Practice](#) — SafeWork SA
- [Preventing disease and infection](#) — SA Health
- [Infestation, including head lice](#)
- [First aid](#)
- National Quality Standard and regulations
 - [National Quality Standard 2.1 - Childrens health](#)
 - [Regulation 168 \(2\)\(c\) - Policies and procedures](#)
 - [Regulation 88 - Infectious diseases](#)