



## Managing Illness Policy

### Policy

This policy aims to ensure that all children and staff attending the centre are protected as much as practicable from disease and infection. It covers events such as sudden and temporary illness (see definition), temporary contagious conditions as well as incidental soiling or "wetting" of clothing. It considers the physical resources of the preschool (no "sick room" or bed, or access to medication), training of staff and the lack of additional staff to manage or monitor children in times of illness. It also considers Child Protection issues around changing and cleaning of soiled children. It does not apply to ongoing or permanent illnesses such as Asthma, incontinence, allergies etc. These conditions should be discussed with the Director to organize an appropriate Health Management Plan.

### DEFINITIONS

*"illness": (for the purpose of this policy) refers to any **temporary** condition that could be contagious and/or affects a child's ability to participate in the preschool curriculum and/or requires additional care or attention.*

### Illness includes:

- Influenza and Influenza-like illnesses
- Running noses
- Earache, headache, stomach ache
- Temperature (hot to the touch)
- Bladder infection or loose bowels
- Gastro-enteritis
- Head lice infestation – before successful treatment (i.e. while eggs and/or lice are present)
- Vomiting, diarrhoea within the last 24 hours
- Any illness or **temporary** condition that requires the application or administration of any medication or ointment during the preschool day
- Conjunctivitis
- When on a course of antibiotics for the first 24 hours of being medicated
- Any infectious disease – chicken pox, measles etc.
- Any infectious skin complaint – school sores, ring worm etc.
- Any illness where the child is unable to fully participate in the curriculum
- Excessive and/or continuous nose bleed (i.e. a nose bleed that does not stop within a reasonable period of time)
- Any illness or **temporary** condition where the child would require additional supervision or care, without this first being negotiated with the Director

### It excludes:

- Asthma
- Eczema – or other ongoing skin complaints
- Allergies or sensitivities
- Any ongoing, long term or permanent condition that requires care

These exclusions and some other illnesses and/or conditions will require Health Management Plans and/or Medication Permission Forms to ensure the child's health can be managed appropriately by the staff in the preschool. Health Management Plans and/or Medication Permission Forms are to be provided to the Director and must be completed by the parent/caregiver and Doctor. Sometimes negotiations with Department for Education and/or others are required to ensure an appropriate level of training and/or health care support is provided. Any medication required (negotiated through this process) will need to be kept on site with appropriate permission forms.

### WHAT HAPPENS IF MY CHILD BECOMES ILL?

In the event of a child becoming ill at the preschool, staff will contact the family using the emergency contacts provided on enrolment. As staff have no medical training, the decision to contact the family will be based on their observations and history of the child. It is therefore important that parents/caregivers inform staff of ANY (daily) medical concerns or medical history which may help staff. For example; if your child regularly suffers from vomiting, headache, hay fever, earache, nose bleeds etc. this information should be discussed to determine an appropriate course of action. If staff are significantly concerned an AMBULANCE will be called. Any medical attention sought will be at the family's expense. All families should ensure appropriate insurance to cover any expense, including Ambulance, has been considered. As with anything at preschool, any concerns or preferences should be discussed with the Director.

If your child is diagnosed with an infectious illness, inform the centre immediately so that we can notify other families to monitor for symptoms and control the spread. Ph: 8523 2575.



## **FIRST AID**

At least one staff member with first aid training is always in attendance while children are being cared for. We are able to administer the following general use medications for emergency response and store them on site.

- adrenaline autoinjector (EpiPen® or EpiPen®Jr or Anapen®) for emergency treatment of anaphylaxis
- reliever puffer for example salbutamol (Ventolin®) for emergency treatment of asthma.

We will not administer pain relief such as paracetamol or ibuprofen. They are not permitted in education and care services as medication for first aid. They can mask signs and symptoms or serious illness or injury.

## **WHAT IF PARENTS/CARERS OR SIBLINGS ARE UNWELL?**

If you or younger / older children have symptoms of an infectious illness, please do not attend the site unless necessary.

There may be occasions when your preschool or occasional care child is symptom free and is not an excluded close contact as defined by SA Health exclusion periods for various illnesses, eg they may have already recovered from an illness that a younger sibling has subsequently contracted.

In these instances, if you cannot arrange for someone else to bring your child, please contact the centre (ph: 8523 2575) prior to arrival and arrange for a staff member to meet you in the car park or at the gate to greet your enrolled child and bring them into the service.

Wear appropriate protective items (eg mask), maintain physical distance and do not stay longer than necessary. If you cannot arrange for someone else to pick up your child at the end of the session, please contact the centre (ph: 8523 2575) prior to arrival and arrange for a staff member to meet you in the car park or at the gate.

## **EXCLUSION PERIODS**

The spread of certain infectious diseases can be reduced by excluding a person, known to be infectious, from contact with others who are at risk of catching the infection.

We will refer to SA Health's website You've Got What? to determine the minimum periods of exclusion from preschool, occasional care and group programs for cases of, and contact with, infectious diseases.

## **WHAT IF MY CHILD SOILS AT PRESCHOOL?**

In the event of a child soiling/wetting themselves at preschool, the child will be encouraged to change themselves (in a private area with staff supervision) and place soiled clothing in a plastic bag for collection by the parent/caregiver. If the child is particularly messy, distressed or upset, the parent/caregiver may be contacted to collect the child. For Child Protection reasons if a child should require adult support with cleaning, staff will inform other staff members of the situation and ensure clear visibility, or two staff will be present to support the child.

In most cases children will be supported, guided and encouraged to develop their own self-help skills in toileting and managing instances of soiling/wetting. Clothing will not be washed or cleaned prior to bagging. Every effort will be made to inform parents of the incident. If required, Continence and/or Toileting Plans may be developed between staff parents and other professionals.

## **WHAT PARENTS / CAREGIVERS NEED TO DO:**

- Inform staff of any illness or condition and provide any documentation required
- Consider the health of all and keep home any child with symptoms of a cold, flu or contagious illness
- Do not attend the site if you or siblings are unwell
- Begin teaching children to wipe their own bottom when toileting and appropriate hygiene practices to help stop the spread of disease and illness such as washing hands before and after eating, after toileting and or using a tissue and putting tissues in the bin after use etc.
- Let us know if you are concerned about your child's health at any time
- Consider insurance to cover medical treatment and ambulance transportation
- Discuss any medical concerns or preferences with the Director
- Ensure emergency contact information is always up to date

## **STAFF**

- Staff are not able to administer any medication without a Health Management Plans and/or Medication Permission in place
- Staff are responsible for ensuring Child Protection Principles are considered when managing an incident that may require changing of a child's clothing
- Staff will teach children in appropriate hygiene practices to help manage control of disease and illness – including washing hands before and after eating, after toileting or using a tissue and putting tissues in the bin after use etc.
- Staff will include "being healthy" as part of the curriculum