

# INFECTIOUS DISEASES PROCEDURE

## SCOPE

This procedure outlines roles/responsibilities of staff and parents regarding immunisation and management of infectious diseases. It also covers use of Department for Education documents relating to infectious diseases including 'Staying Healthy in Childcare' and recommended hygiene practices.

## IMMUNISATION

Following changes to the *South Australian Public Health Act 2011*, from 7 August 2020, children will not be able to enrol in or attend early childhood services unless all immunisation requirements are met (No Jab, No Play).

Upon enrolment, a parent or carer must provide either:

- a copy of their child's current immunisation record that shows that the child's immunisation is up-to-date or on catch up schedule with a future end date
- evidence that their child has an approved exemption from the Chief Public Health Officer.

Parents or carers can access an immunisation history statement via:

- [Medicare](#) through [MyGov](#)
- [Express Plus Medicare mobile app](#)
- contacting the [Australian Immunisation Register](#) general enquiries line on 1800 653 809 and requesting that a statement be posted to them

The centre's Early Years System that we use for administration will send alerts to parents when their child is due for an immunisation and parents must provide updated proof of immunisation to us.

## INFECTIOUS DISEASES

Lockleys Childrens Centre will 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
- 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 appropriate exclusion period outlined in 'Staying Healthy in Childcare'
  - 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 exclusion period requirements.

The centre will offer annual flu vaccinations for staff.

## ROLES AND RESPONSIBILITIES

### Families will:

- Ensure their children's immunisations are up-to-date
- Provide the centre with an Immunisation History Record prior to enrolment and updates as required
- Inform the Centre as soon as possible if their child is diagnosed with a contagious disease.
- Collect their child from the centre 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 Centre's Toileting and Nappy Changing Procedure 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' on the whiteboard, along with the number of cases identified at the Centre, once the potential illness is identified.
- Contact the parents of any child who is unwell or not coping or is unable to participate in the program
- Contact the parents of any children who exhibit any of the below symptoms:
  - Has a fever of 38° or higher
  - Has vomited more than once
  - Excreted more than one runny bowel action
  - Any symptoms identified as possibly contagious in 'Staying Healthy in Childcare' e.g. 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.

## REFERENCES

[Staying Healthy in Childcare](#) 5<sup>th</sup> Edition

[SA Health, Early Childhood immunisation requirements](#)

[Australian Immunisation Register](#)

Updated & endorsed by Staff 11 March 2021 & Governing Council on