

Health and safety

Every child has the right to feel safe and secure within their environment. The physical safety of the children is one of the important responsibilities of the centre. The Centre has Health and Safety Policies which, as a user of the Centre, you will need to follow.

The Centre Management recognises that any person employed to care for children is in the most special position of trust.

The practice of good hygiene by both staff and children is seen as an integral part of the children's education and the centre's programme.

All staff are aware of daily health and hygiene, which includes:

- a. A prompt and strict routine for the changing of nappies and soiled clothing (e.g. disposable gloves are used when changing nappies)
- b. Encouraging hand washing at appropriate times (e.g. after toileting, before meals)
- c. Disinfecting toilet/changing areas at lunch time and as needed during the day.
- d. An ongoing education programme for the children about health and hygiene (e.g. why we wash our hands, clean our teeth, eat healthy food)

The practice of safe play and habits will be promoted and the centre is committed to the maintenance of the equipment, resources and buildings. The safety aspect of resources and equipment will be a primary concern when making purchasing decisions. Resources and equipment are cleaned and checked frequently and required safety inspections completed.

Immunisation: We encourage parents to have children up to date with their immunisation, for the safety of themselves, other children, parents and staff. Please notify the Centre when your child has had their updated immunisations. If you choose not to have your child/ren immunised, we would like you to advise the Director of this. If you have not immunised and we have an outbreak of a communicable disease you will be advised to remove your child from the centre until the risk of infection has passed.

Accidents: Children are not left unattended either inside or outside. Every effort is made to prevent accidents, however, should an accident occur the staff will take appropriate action, according to the Centre's policies. An accident report form is kept showing details of the date, time, and nature of the accident. This report must be read and signed by the person collecting the child.

Illness: When your child is ill, every effort is made to notify the parent/guardian or emergency contact people. In some instances, a child may be required to be collected. This will be advised in consultation with the Director or nominated responsible educator. If immediate medical attention is required and the parent/guardian or emergency contact people are not available an ambulance will be called.

Ambulance: Should an ambulance be required, every effort will be made to contact the parents/guardians or emergency contact person on their enrolment form.

All ambulance fees are the responsibility of the parent.

Notification of Illness: In the communicable diseases, a notice will be displayed on the foyer notice board.

Medical Fees: The Centre is not responsible or liable for any medical fees or other costs which may arise from medical treatment sought whilst the child is at the Centre, or as a result of the child being at the Centre.

Parents are asked to be equally concerned in maintaining high health standards, and observe the following points:

For the safety of other children, as well as your own, please do not bring a sick child to the Centre. Keep your child home for the recommended time for communicable diseases.

If children have illnesses which are infectious or contagious, or if they are unwell, they are to be withdrawn from the Centre. This Centre does not have the facilities to look after sick children. Please notify the Director if your child has any contagious illnesses, and be aware of the speed with which such illnesses such as Conjunctivitis and Upper Respiratory Tract Infection (URTI) can spread.

Please ensure that the Centre has been advised and is up to date with any allergies your child may have to food, medicines, creams etc. (refer to Enrolment Form)

The Centre is a totally smoke free environment.

Exclusion of Sick Children and Staff

Sometimes children and adults need to be away from the Centre for the safety of others.

Excluding children and staff is an important way of preventing the introduction of infection into the Centre.

The Centre follows 5th Edition 2012 Staying Healthy Preventing infectious diseases in early childhood education and care services by the Australian Government National Health and Medical Research Council. For further information about specific exclusion periods please speak to staff.

Medical Conditions

Aim:

To ensure children's health and safety through the appropriate management of medical conditions including asthma, diabetes or a diagnosis that a child is at risk of anaphylaxis.

The nominated supervisor, staff and volunteers of the Mount Gambier Children's Centre will be informed of any practices in relations to managing the above conditions.

(Taken from Clause 90 of the Education and Care Services National Regulation)

Implementation:

Upon enrolment, families are required to complete questions regarding their child's health. In particular the following is included:

Does your child have any known allergies? If yes please list below and provide an allergy management plan:

Has the child any disabilities or medical conditions? If yes please provide a medical condition management plan to the centre.

Does your child have asthma, epilepsy or diabetes? If yes please provide a management plan to the centre:

The nominated supervisor, staff and volunteers of the service must be aware of any medical conditions of any child enrolled at the centre. They must also be aware of the medical management plan that will need to be followed relating to the child's specific health care need, allergy or relevant medical condition.

Upon enrolment parents will be provided with the relevant medical conditions action plans and these are to be filled out by a health practitioner prior to the child commencing at the centre.

A Health Support Plan will be completed with the family to support risk minimisation.

We will ensure that at all times of operation that at least one member of the staff team has recognised asthma, anaphylaxis and first aid training.

A medical condition plan may include the following: a modified diet care plan, asthma care plan, medical information, a medical condition plan or individual first aid plan. Medical Condition Plan will:

- ☐ Identify the child's medical condition and a description of the condition.
- ☐ First aid to administer if the condition occurs at the centre.
- ☐ Practices and procedures to ensure parents are notified of any known allergens that pose a risk to a child and strategies for minimising the risk (if relevant)

Parents will be informed that the child needs to attend the service with the correct and in date medication prescribed by the child's practitioner in relation to the child's specific health care need, allergy of relevant medical condition.

All staff and volunteers of the centre will be shown the medical management plans for all children who have a specific health care need, allergy, relevant medical condition plans for the child. The folder will also contain the centre's Medication Plan. Staff, students and volunteers will be informed of these folders and their locations. All medication, allergy and medical conditions need to be reviewed on an annual basis by a medical practitioner. This service currently does not permit the self-administration of medication by children.