



# Dealing with Infectious Diseases

## POLICY STATEMENT

Abbotsford Community Centre will provide a safe and hygienic environment that will promote the health and wellbeing of all children (*“My Time, Our Place”* Outcome 3). We will take all reasonable steps to prevent and manage the spread of infectious diseases through the implementation of procedures that are consistent with guidelines of NSW Department of Health.

This policy applies during a regular period (no infectious disease outbreaks). Additional procedures will be put in place in the event an infectious disease is being transmitted within the community. Advice will be followed from NSW Department of Health in this instance and hygiene procedures will be increased.

## PROCEDURE

### Prevention

- Universal precautions will be consistently applied across service practices to ensure prevention of the spread of infections is effective.
- Department of Health guidelines on infectious diseases will be available at the Centre for reference by staff, management and families by visiting the Health NSW website. <https://www.health.nsw.gov.au/Infectious/Pages/default.aspx>
- If a child is showing symptoms of an infectious disease whilst at home, families are not permitted to bring the child to the service. Children who appear unwell when being signed in by their family will not be permitted to stay at the service.
- Hand washing will be practised by all educators and children upon entering the service, before preparing or eating food and after all tasks such as toileting, cleaning up any items, wiping a nose, before and after administering first aid, playing outside or handling an animal. In addition, educators will wash their hands before leaving the service.
- The service will be cleaned daily and rosters maintained as evidence of the cleaning tasks being undertaken.
- All toilet facilities have access to a basin or sink with running water, soap and paper towels or hand driers for washing and drying hands.
- Women and girls have access to proper feminine hygiene disposal.



- Soap and paper towels are available in the kitchen area.
- All toilets, hand basins and kitchen facilities used by the service are cleaned and sanitised daily. General surfaces will be cleaned with detergent during the session if needed and at the end of each day and all contaminated surfaces will be disinfected.
- Toys will be, cleaned and disinfected on a regular basis with material items such as dress ups and cushion covers laundered as required, at least quarterly.
- Educators will maintain and model appropriate hygiene practices and encourage the children to adopt effective hygiene practices. As part of children taking increasing responsibility for their own health and physical wellbeing, educators will acknowledge children who are modelling hygiene practices.
- Informal education in proper hygiene practices will be conducted on a regular basis, either individually or as a group through conversations, planned experiences, inclusion in service routines and reminders. Health and hygiene practices will be highlighted to parents, and where appropriate information sheets or posters will be used by educators to support these practices.
- Educators will aim to provide a non-judgmental approach to differences in hygiene practices and standards between families in order to support children's developing sense of identity. Where practices differ to standards expected in the service, educators are to remind children that these are practices to be followed in the service but acknowledge that the practices may be different for them at home.
- All educators will be advised upon appointment to the position to maintain their immunity to common childhood diseases, tetanus and Hepatitis B through immunisation with their local health professional.

## Management of Infectious Diseases

- Children and educators with infectious diseases will be excluded from the service for the period recommended by the Department of Health.
- Where there is an outbreak of an infectious disease, each enrolled child's family/emergency contact will be notified within 24 hours via a notice, or email under ordinary circumstances. The service will maintain confidentiality when issuing the notification.
- In the event of an outbreak of vaccine-preventable disease at the service or school attended by children at service, parents of children not immunised will be required to stay at home for the duration of the outbreak for their own protection.



- If a child develops symptoms of a possible infectious disease whilst at the service, their family will be contacted to take the child home. Where they are not available, emergency contacts will be called to ensure the child is removed from the service promptly. If removal of the child is not possible, the child will be kept apart from the other children until they are picked up by an authorised person. The area in which they are kept will be thoroughly cleaned once they are removed from the Centre.
- All staff dealing with open sores, cuts and bodily fluids shall wear disposable gloves and practice universal precautions.
- Staff with cuts, open wounds or skin diseases such as dermatitis should cover their wounds and wear disposable gloves while handling food or administering first aid.
- Disposable gloves will be properly and safely discarded and educators are to wash their hands after doing so.
- If a child has an open wound, it will be covered with a dressing and securely attached.
- If bodily fluids or blood gets on the skin but there is no cut or puncture, wash away with soapy water.
- In the event of exposure through cuts or chapped skin, promptly wash away in cold or tepid soapy water.
- In the event of exposure to the mouth, promptly spit it out and rinse mouth with water several times.
- In the event of exposure to the eyes, promptly rinse gently with cold or tepid tap water or saline solution.
- Any exposure of blood from open wounds, or exposure to saliva or blood by mouth or eyes should be reported to the Director and Management Committee to ensure proper follow up procedures occur.
- When assisting children with toileting or soiled clothing, educators will ensure that they wear gloves and wash their hands afterwards. They will also encourage the child to wash their hands.
- Educators will consider the resources they are using when assisting school age children with toileting to ensure they are age appropriate and ensure privacy for the child and ease of use by staff. Educators will be mindful when assisting school age children with toileting accidents to ensure privacy.
- Any soiled clothing shall be handled using disposable gloves and be placed in a sealed plastic bag for the parents to take home for laundering. The service will never rinse soiled clothing.



- Any blood or bodily fluid spills will be cleaned up immediately, using gloves and the area fully disinfected. Cloths used in cleaning will be wrapped in plastic bags and properly disposed of according to current infection control guidelines.
- The decision to exclude or re-admit a child or educator will be the responsibility of the Director/Nominated Supervisor and will be based on the child's symptoms, medical advice and Department of Health guidelines for children who have an infectious disease or who have been exposed to an infectious disease.
- The Centre has the right to refuse access until medical clearance is received if there are valid concerns about the child's health. Unless there are other concerns about the child's safety if access is denied.
- Children and educators with diarrhoea or vomiting will be excluded for at least 24 hours after the symptoms have disappeared.
- A doctor's clearance certificate will be required for all infectious diseases such as measles, mumps, diphtheria, hepatitis A, polio, tuberculosis, typhoid, and paratyphoid before returning to the service.
- Should a child or staff member test positive to COVID 19, they will be excluded for the Centre for 7 days from the day of the positive test.

## Reportable Diseases

- The Centre will notify the local public health unit if any child or educator contracts a vaccine-preventable disease including:
  - Diphtheria
  - Mumps
  - Poliomyelitis
  - Haemophilus influenzae Type b (Hib)
  - Meningococcal disease
  - Rubella ("German measles")
  - Measles
  - Pertussis ("Whooping cough")
  - Tetanus
  - COVID-19
  - Other infectious diseases as identified by NSW Health/Australian Government

## Management of HIV/AIDS/Hep B and C

- Under the Federal Disability Act and the Equal Opportunity Act, there will be no discrimination based on a child's/family/educator's HIV status.
- A child with AIDS shall be treated as any other child and will have the same level of physical contact with educators as other children in the centre.



- Where educators are informed of a child, family member or another educator who has HIV/AIDS or Hep B or C, this information will remain confidential at all times. The Centre has no obligation to advise other families attending the service of a child's or educator's HIV status.
- Proper safe and hygienic practices will be followed at all times and implementation of procedures to prevent cross infection as identified in this policy will be consistently implemented.
- Educators and families will be encouraged to participate in AIDS and Hepatitis education.

### CONSIDERATIONS:

Education and Care Services National Law & Regulations	National Quality Standards & Elements	Links to other Service Policies	Other Documentation/ Evidence
S167 R77, 85, 86, 87, 88	Standards 2.1 Elements 2.1.2	<ul style="list-style-type: none"> <li>• Enrolment and Orientation,</li> <li>• Providing a Child Safe Environment,</li> <li>• Incident, Injury, Illness and Trauma</li> <li>• Confidentiality Policies</li> </ul>	<ul style="list-style-type: none"> <li>• Disability Discrimination Act 1975</li> <li>• NSW Anti-discrimination Act 1977</li> <li>• Work Health and Safety Act 2011</li> <li>• Staying Healthy in Child Care (5th Edition)</li> <li>• NSW Dept. of Health guidelines</li> <li>• Parent Handbook</li> <li>• Staff Handbook</li> </ul>

### ENDORSEMENT BY THE SERVICE

Approval Date: Jan 2022 \_\_\_\_\_

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