



## **DEALING WITH INFECTIOUS DISEASES POLICY**

(required-regulation 88)

### **Policy Statement**

New Lambton District OOSH (NLDOOSH) aims to provide a safe and hygienic environment that promotes and supports the health and wellbeing of our children. This policy establishes the principles that ensure the safe and effective management of infectious diseases at NLDOOSH.

### **Procedures**

- a. Policies and procedures related to illness and infectious diseases are available on our website.
- b. A current copy of the NSW Health guidelines on infectious diseases is accessible for reference by staff and management and will be made available to parents/ guardians on request. In the event of an outbreak of an infectious disease the nominated supervisor will follow the recommendations outlined in this guideline.
- c. An information sheet displaying the signs and symptoms of infectious diseases will be placed on the medical alert board for families to view, ensuring the rights of staff and children are not infringed upon.
- d. An adult or child will be considered sick if they:
  - are vomiting and/ or have diarrhoea
  - sleep at unusual times
  - are lethargic
  - have a fever over 38°C
  - are crying constantly from discomfort.
- e. Children and staff are not to attend the centre when unwell and educators will refuse admission to the centre if they believe a child to be unwell in any way.
- f. If a child becomes ill or develops symptoms at the centre the parents/ guardians will be notified as soon as practicable and will be asked to collect the child promptly. Where the parents are not available, emergency contacts will be called to ensure the child is removed from the centre promptly.
- g. The decision to exclude or re-admit a child or staff member who has been ill will be the responsibility of the nominated supervisor based on the symptoms, medical opinion and

Department of Health guidelines for children who have an infectious disease or who have been exposed to an infectious disease.

- h. Children and staff will not be able to attend the centre for the period recommended by the Department of Health, if they appear to be suffering from an infectious or communicable disease (including diarrhea and conjunctivitis), or in the opinion of the NLDOOSH, appear too unwell to attend.
- i. Children and staff who have been absent due to suffering from the following diseases will require a Doctor's certificate before returning to the centre:
  - Measles
  - Mumps
  - Diphtheria
  - Hepatitis A
  - Polio
  - Tuberculosis
  - Typhoid and Paratyphoid.
- j. In the event of an outbreak of vaccine preventable disease at the service, or school attended by children at the service, children not immunised will be required to stay at home for the duration of the outbreak.
- k. Educators are responsible for carrying out safe and hygienic practices as per the hygiene policy.
- l. When a child appears to be suffering from illness or infectious disease every effort is made to minimize the risk of cross contamination. The child is isolated, supported and their condition managed as per the Incident, Injury, Trauma, Illness and First Aid Policy
- m. When a child becomes ill at the centre an Illness Record is completed (as per Regulation 87 (3) (b)) that includes the child's details, relevant circumstances and symptoms, date and time of the onset of the illness, any action taken, any family or medical personnel contacted, any medication administered.
- n. Under the provisions of the Public Health Act 1991 and Regulation, NLDOOSH are required to notify the Public Health Unit within 24 hours of the child being diagnosed with any of the following diseases:
  - Diphtheria
  - Mumps
  - Poliomyelitis
  - Tetanus
  - Measles
  - Pertussis (Whooping Cough)

- Gastroenteritis
  - Rubella (German Measles).
- o. The illness and infectious disease record will be discussed at staff meetings.
  - p. Staff who are unwell should not report for work and should contact their nominated supervisor as soon as possible to let them know they will not be attending.
  - q. Staff who become ill or develop symptoms while they are working should go home immediately.

#### HIV/AIDS/Hepatitis B and C

- a. Under the Federal Disability Act and Equal Opportunity Act, no discrimination will take place based on a child's/parent's/guardians/staff HIV status. Discrimination regarding access to the centre is unlawful. A child with HIV or Hepatitis B or C has a right to obtain a position in the centre, should a position be available, and staff the right to equal opportunity of employment.
- b. A child with AIDS shall be treated as any other child, as HIV is not transmitted through casual contact. The child shall have the same level of physical contact with educators as other children in the centre.
- c. Where staff are informed of a child, parent, guardian or another member of staff who has HIV/AIDS or Hep B or C, this information will remain confidential at all times. NLDOOSH has no obligation to advise anyone of a child or staff members HIV status. A breach of this confidentiality will be considered a breach of discipline.
- d. Proper safe and hygienic practices will always be followed and procedures to prevent cross infection, as identified in this policy, will be implemented.

#### Hygiene

- a. Educators will maintain and model appropriate hygiene practices and encourage the children to adopt hygiene practices.
- b. 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.
- c. 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.
- d. Hand washing will be practiced by all educators and children upon entering the service, before preparing or eating food and after all dirty tasks such as toileting, cleaning up any items, wiping a nose, before and after administering first aid, playing outside or handling any animal. In addition, educators will wash their hands before leaving the service.
- e. All educators must wear disposable gloves when in contact with blood, open sores of other bodily substance, clothes contaminated with bodily fluids or cleaning a contaminated area. educators must wash hands after removing the gloves.

- f. Educators with cuts, open wounds or skin disease such as dermatitis should cover their wounds and wear disposable gloves.
- g. The medical area is to be cleaned at the end of every shift or sooner in the event of an infectious child having been in the area.
- h. Prior to eating food or food handling activities, running water, soap and paper towel will be provided for washing and drying soiled hands.
- i. Women and girls will have access to proper feminine hygiene disposal.

### Considerations

Name	Reference
Education and Care Services National Regulations	81, 85, 86, 87, 88, 103, 105, 168
National Quality Standard	2
Other NLDOOSH policies/ documentation	<ul style="list-style-type: none"> <li>• Dealing with Infectious Diseases Staff Procedure</li> <li>• Incident, Injury, Trauma, Illness and First Aid Policy</li> <li>• Dealing with Medical Conditions Policy</li> <li>• Attending to Spills of Blood and Other Body Substances Staff Procedure</li> <li>• Disposal of Needles, Syringes and/or Sharps Found on Centre Grounds Staff Procedure</li> <li>• HIV, Hepatitis and Other Blood Borne Virus Infections Staff Procedure</li> <li>• COVID-19 Risk Assessment</li> <li>• Child Safe Standards V2</li> </ul>
Other	<ul style="list-style-type: none"> <li>• <i>My Time, Our Place – Framework for School Age Care in Australia</i>, Council of Australian Governments 2011</li> <li>• Department of Health Guidelines</li> <li>• Department of Education Guidelines</li> <li>• Network of Community Activities</li> </ul>

### Policy status

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Policy owned by	New Lambton District OOSH Inc