

Early Childhood Management Services

Quality Area 2: Dealing with Infectious Diseases Policy Early Childhood Education

Infectious Diseases Policy

Purpose

To protect and promote the health, safety, and wellbeing of all children in ECMS services and minimise the risk of injury, illness and the spread of infections.

To inform and educate the service, families, and community on how to manage childhood illness, safety, and wellbeing in an early childhood environment.

Principles

ECMS:

- Identifies three main aspects of managing infectious diseases: exclusion, immunisation, and effective hygiene practices
- Strongly encourages other preventative strategies to prevent the spread of infection such as correct hand hygiene procedures, cough and sneeze etiquette, appropriate use of personal protective equipment (PPE) and effective environmental cleaning
- Respects the primary role of families; their values and expectations will be considered when assessing risk and making decisions about infection control and other health issues
- Complies with all directions and advice from the Federal Department of Education, Skills and Employment (DESE), Department of Education Victoria (DET) and the Department of Health (DH) concerning any outbreak of a communicable disease or pandemic
- Values and nurtures the uniqueness of each child, consults with children and includes them in decision making and actions
- Responds to the specific and unique needs of the children; each child will be considered individually when assessing risk and making decisions about infection control and other health issues

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- Provides access to resources and opportunities for learning; families will be provided with information about health promotion, illness and injury prevention
- Recognises that children are both vulnerable and capable; children will be taught to care for their own and others' health and wellbeing
- Ensures the commitment to child health and safety is clear and shared by all
- Educates staff, students, and volunteers about child health and safety.

Scope

This policy applies to all ECMS staff (including casual) and includes students on placement, volunteers, parents/guardians and is also applied to all incursions and excursions.

ECMS strongly encourages all staff to maintain an up to date vaccination status and to discuss this with their treating doctor, in particular Hepatitis B, Hepatitis A, Chickenpox, Whooping Cough and Influenza (and any other vaccination deemed necessary by your treating doctor).

Roles & Responsibilities

Director ECE	<p>Accountable for:</p> <ul style="list-style-type: none"> • Promoting awareness of this policy and its associated procedures • Ensuring implementation and compliance of this policy and associated procedures • Liaising directly with the DESE, DET and DH to inform practice during any communicable disease outbreak or pandemic and communicating ECMS responses to staff as soon as practicable • Encourage and facilitate staff (with support from P&C) to access yearly influenza vaccinations.
Area Managers	<p>Responsible for:</p> <ul style="list-style-type: none"> • Ensuring all staff and volunteers are provided with a copy of this policy and have a clear understanding of the procedures and practices outlined within • Establishing robust induction procedures that include the provision of information regarding the implementation of this policy • Ensuring families and educators/staff understand and acknowledge each other's responsibilities under this policy and associated procedures • Ensuring that risk assessments are conducted prior to an excursion or regular outing to identify and risks to health, safety or wellbeing and specify how these risks will be minimised

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	<ul style="list-style-type: none"> • Ensuring that staff are offered support and debriefing following a serious incident • Complying with all directions from the DESE, DET and DH relating to a communicable disease outbreak or pandemic declaration and supporting staff to do so.
Centre Directors /Nominated supervisors	<p>Responsible for:</p> <ul style="list-style-type: none"> • Implementing this policy at the service and ensuring that all educators/staff follow the policy and procedures set out within • Informing the Approved Provider of any issues that impact the implementation of this policy • Display the Exclusion Period for Primary Schools and Children’s Services 2019 prominently within the service • Display the current local immunisation dates, times and locations at the service • Complying with the exclusion requirements for infectious diseases in line with the exclusion period tables • Ensuring that relevant Personal Protective Equipment is available to staff at all times • Notifying all parents/guardians of any outbreak of an infectious disease as soon as possible • Ensuring that Immunisation History Statements are presented at the time the child is enrolled and updated at the time of each immunisation thereafter or every six months. Copies of these are to be kept on children’s files/enrolments • Monitor children with exemptions to immunisations (including those children on a catch-up schedule or within a grace period) and exclude these enrolled children if there is a vaccine-preventable disease outbreak • Contacting the ECMS Compliance desk (as soon as possible and within two hours) of any infectious disease (except head lice) where exclusion from the service is required. Assist educators to complete required compliance desk documentation for Department of Education • Providing information to the community about resources and support for managing specific infectious diseases while respecting the privacy of families enrolled at the service • Support and assist educators to comply with any directions from DET or DH in response to a communicable disease outbreak • Support and assist educators to comply with any directions from DESE, DET and DH in response to a pandemic

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	<ul style="list-style-type: none"> Support and facilitate pedagogical changes and advanced infection control measures in the event of a pandemic.
Employees, Volunteers, Contractors, and Student Placement Workers	<p>Responsible for:</p> <ul style="list-style-type: none"> Communicating any relevant information provided by parents/guardians regarding their child's infectious disease to the Nominated Supervisor to ensure all information held by the service is current Establishing and maintaining a positive collaborative relationship with the children's family to facilitate effective communication and decision making Ensuring that the details of any incident are recorded on the Incident, Injury, Trauma and Illness record and the Medication record as required Informing the Nominated Supervisor of any issues that impact on the implementation of this policy Ensuring that Personal Protective Equipment is used when required Complying with any directions from DESE, DET or DH in response to a communicable disease outbreak or pandemic Supporting and facilitating any pedagogical changes and advanced infection control measures in line with government directions relating to any pandemic declaration Completing and assisting families with any required documentation/declaration forms in response to a global pandemic.
Parents/Guardians	<p>Responsible for:</p> <ul style="list-style-type: none"> Informing the service of their child's infectious disease immediately upon diagnosis Complying with the exclusion requirements for infectious diseases in line with the exclusion period tables Complying with government directives in response infection control practices in the event of a vaccine-preventable disease outbreak or pandemic Completing any required paperwork/declarations relating to a vaccine-preventable disease outbreak or pandemic Informing the Nominated Supervisor of any issues that impact on the implementation of this policy by the service.
Relevant Legislation	<ul style="list-style-type: none"> Child Wellbeing and Safety Act 2005 Education and Care Services National Law Act 2010: Section 1165, 167, 169 172 and 174

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	<ul style="list-style-type: none"> • Education and Care Services National Regulations (Current as at 1 July 2018): Regulations 4, 77 – 80, 85-98, 102, 136, 137, 146, 147 160- 162, 167 – 173, 176 - 178, 181, 183, 184 • Health Records Act 2001 • Health Infectious Diseases Regulations 2001 • National Quality Standards, Quality Area 2: Children’s Health and Safety • Occupational Health and Safety Act 2004 • Public Health and Wellbeing Act 2008 • Public Health and Wellbeing Regulations 2009 (Vic) • Privacy and Data Collection Act 2014 (Vic) • Privacy Act 1988 (Cth)
<p>Relevant ECMS policy and procedure</p>	<ul style="list-style-type: none"> • Child Safe Environment Policy • Child Safe policy and Procedure • Code of Conduct Policy • Confidential Information Policy • Privacy Policy • Dealing with Medical Condition Policy and Procedure • ECMS Family Handbook • ECMS Leave Policy • Immunisation Policy and Procedure • Incident Reporting Policy and Procedure
<p>References and resources</p>	<ul style="list-style-type: none"> • Infection Control Guidelines / minimum period of exclusion from primary schools and children’s service centres for infectious diseases https://www2.health.vic.gov.au/public-health/infectious-diseases/school-exclusion/school-exclusion-table • Infectious diseases www2.health.vic.gov.au/public-health/infectious-diseases • Guidelines for the control of infectious diseases www2.health.vic.gov.au/public-health/infectious-diseases/disease-information-advice • Better Health – Immunisation www.betterhealth.vic.gov.au/healthyliving/immunisation • Communicable Disease Prevention and Control Unit, Department of Health. Telephone: 1300 651 160 Email: infectious.diseases@health.vic.gov.au • National Health and Medical Research Council (NHMRC)’s Staying Healthy in Child Care (replaces the 4th edition)

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- <https://nhmrc.gov.au/about-us/publications/staying-healthy-preventing-infectious-diseases-early-childhood-education-and-care-services> or email health@nationalmailing.com.au or telephone 1300 064 672 Hand Hygiene Australia www.hha.org.au
- World Health Organisation (WHO): Alcohol-based hand rubs risks / hazards www.who.int/gpsc/tools/faqs/abhr2/en/
- Head lice www2.health.vic.gov.au/public-health/infectious-diseases/head-lice
- Infection Control in Childcare. Australian Government, Department of Health <https://www1.health.gov.au/internet/main/publishing.nsf/Content/cda-pubs-cdi-1997-cdi2122-cdi2122a.htm>

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