Preschool Infectious Diseases Policy

Introduction

Ensuring the health and safety of children, and staff, and supporting children’s ongoing wellbeing, is a core focus of the Kemblawarra Public School Preschool.

Kemblawarra Public School Preschool staff need to be aware of the likelihood of young children being exposed to an infectious illness whilst in care.

By maintaining hygiene practices within the Kemblawarra Public School Preschool and teaching young children about health and hygiene will assist in the prevention of infectious diseases.

Providing families with timely and current information will further support this process.

Goals – What are we going to do?

Children’s exposure to infectious diseases will be minimised by:

* Following all recommended guidelines from relevant authorities regarding the prevention of infectious diseases;

* Promotion of practices that reduce the transmission of infection;

* The exclusion of sick children and staff;

* Service support for child immunisation; and

* Implementation of effective hand washing procedures.
Strategies - How will it be done?

Approved Provider will:

1. Ensure that all information regarding the prevention of infectious diseases is sourced from a recognised health authority, such as: Staying Healthy 5th Edition – Preventing Infectious Diseases in early childhood education and care services (2012), National Health and Medical Research Council (2013), and the NSW Ministry of Health, or NSW public hospitals websites;

2. Implement the recommendations from Staying Healthy 5th Edition – Preventing Infectious Diseases in early childhood education and care services (2012) to prevent the spread of infectious diseases at the preschool;

3. Ensure that children are reasonably protected from harm by working with the Nominated Supervisor and Educators on developing, implementing and reviewing policy that will guide Health and safety procedures within the preschool; and

4. Collect, maintain, and store appropriately the required enrolment documents and enrolment information of children in the preschool.

The Nominated Supervisor will:

* Develop procedures for:

1. Maintaining a hygienic environment;

2. Providing families with relevant infectious diseases, health and hygiene information;

3. Guiding children’s understanding of health and hygiene throughout the daily program;

4. Ensuring staff are aware of relevant immunisation guidelines for children and themselves;

5. Maintain relevant records regarding the current status of the immunisation of staff and children at the preschool, as well as any relevant medical conditions of children at the preschool.

* Develop an enrolment procedure that captures all required information regarding the children’s immunisation status, and any medical conditions.
*Provide relevant sourced materials to families about:

1. The current NSW Immunisation Schedule for children;

2. Exclusion guidelines for children that are not immunised or have not yet received all of their immunisations in the event of an infectious illness at the preschool, upon induction at the preschool;

3. Advice and information regarding any infectious diseases in general, and information regarding any specific infectious illnesses that are suspected/present in the service; and

4. Provide information on illnesses (as soon as practicable after the occurrence of an infectious disease).

* Provide information to families as soon as practicable of the occurrence of an infectious disease that describe the:

1. Nature of illness;

2. Incubation period; and

3. Infectious and exclusion periods.

This information will be sourced from a reliable source such as, Staying Healthy 5th Edition - Preventing Infectious Diseases in early childhood education and care services, National Health and Medical Research Council (2006).

* Ensuring that an “Incident, Injury, Trauma and Illness” record is completed as soon as practicable or no later than 24 hours of the illness occurring;

* Ensure that communications processes e.g. room diaries; a written notice is completed and forwarded to all educators so that they are aware of individual children’s circumstances;

* Maintaining confidentiality with regards to children’s individual medical circumstances, by putting procedures in place to safeguard children and families personal information;

* Devising a routine written process for updating children’s enrolment records with regards to immunisation, ensuring that this occurs as required, (i.e. as children reach age milestones for immunisation), or at least twice a year;

* Advising staff of the recommended immunisations for people working with children as per the Staying Healthy 5th Edition Preventing Infectious Diseases in early childhood education and care services 2012- Part 4: Issues for employers, educators and other staff section 4.2 – Immunisation;
*Maintaining current records of staff immunisation status and ensuring educators familiarity with written procedures for exclusion of educators as well as children in the event of an infectious illness;

*Providing opportunities for educators to source relevant up to date information on the prevention of infectious diseases, and maintaining health and hygiene from trusted sources;

* Ensuring opportunities for educators and families to be involved in the review of the policies and procedures regarding children’s health and safety; and

* Inform and implement the advice of the health department, or local health unit regarding Infectious Diseases as required.

**Educators will:**

* Ensure that any children that are suspected of having an infectious illness are responded to and their health and emotional needs supported at all times;

* Implement appropriate health and safety procedures, when tending to ill children;

* Ensure that families are aware of the need to collect their children as soon as practicable to ensure the child’s comfort;

* Advise families that they will need to alert the preschool if their child is diagnosed with an Infectious Illness;

* Maintain their own immunisation status, and advise the Approved Provider/Nominated Supervisor of any updates to their immunisation status;

* Provide varied opportunities for children to engage in hygiene practices, including routine opportunities, and intentional practice;

* Take into consideration the grouping of children to reduce the risk of acquiring an infectious illness when planning the routines/program of the day;

* Implement the preschool’s Hygiene and Infections policy including:
  1. Hand washing – washing and drying thoroughly,
  2. Routine and daily cleaning of the service;
  3. Wearing gloves (particularly when in direct contact with bodily fluids); and
  4. Proper handling of food.

* Provide opportunities for educators/staff, children and families to have access to health professionals by organising visits/guest speakers to attend the preschool to ensure that practices in place at the preschool are correct; and

* Maintain currency with regard to Health and Safety by attending appropriate professional development opportunities.
Families will:

* Advise the preschool of their child’s immunisation status, and provide written documentation of this for the preschool to copy and keep with the child’s enrolment records;

* Advise the preschool when their child’s immunisation/medical condition is updated and provide this information to the preschool to ensure that enrolment records are up to date; and

* Have the opportunity to provide input into the review and effectiveness of policies and procedures of the preschool via various methods.

Evaluation

Infection control is effectively managed at the preschool to ensure children remain healthy and transmission of infectious diseases are minimised.

Links to Education and Care Services National Regulations: 88, 168(2) (c)
Links to National Quality Standards/Elements: 2.1.4

* Acknowledgement to Ballina River Street Children’s Centre