



Child and Staff Health Policy

Objective

To protect the general health and well being of the children and staff by minimising the risk and spread of infections within the Centre.

Other related policies and procedures

Medical conditions Policy

Medical conditions – Anaphylaxis Management Policy

Medical conditions – Asthma Management Policy

Medical conditions – Diabetes Management Policy

Medication Policy

Medication Administration form

Incident, Injury, Trauma and Illness Record

Notification of Serious Incident S101 (ACECQA)

Application of this policy

This policy applies to all children and employees while they are in the workplace including at a site away from their usual workplace. Should the need arise the policy will be translated into appropriate languages.

Implementation

Infections with or without illness are common in children. When children spend time in childcare centres or other facilities and are exposed to a large number of children for long periods, the risk of illness is higher and infectious diseases spread. It is not possible to prevent the spread of all infections and illnesses within our Centre, however preventing the spread of infectious diseases is an important part of the quality childcare provided at Albert Waterways Children's Centre. It is by removing sick or unwell children from the Centre that we can reduce the risk of infecting other children and the staff. Children should not be brought to the Centre unless they are able to cope adequately with the normal daily routines and activities within the program. If the Director or Room Leader feels that one child is unfairly exposing other children to illness or is too unwell to cope with the Centre's program, they will notify a parent and ask for the child to be removed from the Centre. The Director's decision is final. Parents are requested to collect their child

as soon as possible after being notified of possible illness, or make alternative arrangements. If parents cannot be contacted the emergency contact numbers on the enrolment form will be used.

Child Care is labour-intensive, involving many close physical interactions among children and adults each day. Children are particularly at risk of infection because:

1. They have close contact with a whole range of children and adults in closed spaces for long periods of time.
2. They have had previously little exposure to many common infectious diseases.
3. They are continuously being introduced to new children who come with their own set of pathogens.

Procedures

Under the Education and Care Services National Regulations 2011, any child or staff member who appears to be suffering from an infectious illness, disease or condition which may prejudice the health of other children or staff is to be isolated from the other children and removed from the Centre as soon as possible. The following list of infectious diseases outlines the minimum guidelines Albert Waterways Children's Centre uses as exclusion periods. The list has been compiled with reference to Staying Healthy 5th edition manual produced by Public Health Queensland and Recommended Minimum Exclusion Periods for Infectious Conditions for Schools and Child Care Centres produced by National Health and Medical Research Council. 'Time Out' exclusion guidelines set out by Queensland Health are displayed throughout the Centre.

Children and staff suffering from Leprosy, Tuberculosis, Diphtheria, Hepatitis A, Polio, Typhoid and Paratyphoid will require a medical certificate of recovery before they can be re-admitted to the Centre. All parents of children under the age of 12 months will be notified immediately. Children between the ages of 6 – 12 months (as it is unlikely they have yet been vaccinated) will be excluded immediately and may return after they have the appropriate preventive treatment. The public health unit will advise the Centre and their families on the course of action to be taken. All other children not immunised must be excluded from the Centre for a minimum period of two weeks.

Legislation requires the Centre to report any cases of vaccine preventable diseases to the public health unit by phone. If any child or staff member contracts an infectious disease the Centre is to be notified immediately. The Centre keeps a record of all illnesses occurring within the Centre and will advise parents of any infectious outbreaks.

GUIDELINES FOR EXCLUSION FOR INFECTIOUS DISEASES

RESPIRATORY COMPLAINTS

Condition	Exclusion Period
Bronchiolitis	Exclude during the active stage of the disease or until child is well again.
Bronchitis	As above
Common cold	Exclude during the active stages of the illness or until child is well again.
Corona Virus 19	Exclude/isolate during the active stages of the illness or until child is well again.
Croup	Exclude during the active stage of the disease.
Ear infections (otitis)	A child will be excluded while there is any fluid coming out of the ear. Exclude a child unwell / not coping or has a temperature.
Influenza	The child should remain at home until they are well enough to return to the centre.

Sore throats & Strep throat	Exclude until antibiotics have been taken for at least 24 hours and the symptoms have improved significantly.
Tuberculosis (TB)	Exclude from child care until a medical certificate is produced from appropriate health authorities.
Whooping Cough	Exclude for 21 days from the onset of coughing or until the person has taken 5 days of an appropriate antibiotic.

GASTROINTESTINAL COMPLAINTS

Disease or Complaint	Exclusion Period
Diarrhoea and Vomiting (Gastroenteritis)	Exclude until Gastro has ceased for 24 hours After a maximum of two episodes of Diarrhoea, parents will be contacted to collect their child. After one episode of Vomiting, parents will be contacted to collect their child.
Campylobacter / Cryptosporidiosis (Severe Gastroenteritis)	Exclude until diarrhoea / vomiting has ceased for 24 hours
Giardiasis (Giardia)	Exclude until diarrhoea / vomiting has ceased for 24 hours
Rotavirus (mainly affects children under 3 years)	Exclude until diarrhoea / vomiting has ceased for 24 hours
Salmonella	Exclude until diarrhoea/vomiting has ceased for 24 hours
Shigellosis (children with this infection may become seriously ill & need hospitalisation)	Exclude until diarrhoea has ceased for 24 hours and two samples at least 24 hours apart, have tested negative
Worms	No exclusion necessary
Norovirus	Exclude until diarrhoea/vomiting has ceased for 48 hours

- Workers who handle food in the course of their work should be excluded from food preparation, food handling and assisting others with feeding until at least 48 hours after the symptoms have stopped.

SKIN COMPLAINTS

Disease or Complaint	Exclusion Period
Chicken Pox	Children will be excluded for at least 5 days from onset of illness and until all blisters have dried.
Cold Sores (Herpes Simplex)	Exclude until the lesion has stopped weeping.
Erthema (also known as Slapped Cheek Syndrome – Fifth disease)	Exclude if child is unwell, not coping or has a temperature
Fleas	No exclusion necessary
Hand, Foot and Mouth disease	Exclude until all blisters have dried
Head lice (pediculosis capitis)	Exclude a suspected case. Re-admit a child once appropriate treatment has commenced.
Measles	Exclude for a minimum of 4 days from the appearance of the rash.

	Exclude children over 6 months who have not been immunised or have no current immunisation records within the Centre.
Pet bites and scratches	No exclusion necessary, although any wound should be treated seriously.
Ringworm	Excluded for 24 hours after treatment has commenced. Proof of treatment is necessary.
Roseola	No exclusion necessary, unless child is unwell.
Rubella (German Measles)	Exclude for a minimum of 4 days after onset of rash and when child appears fully recovered.
Scabies	Exclude for 24 hours after treatment has commenced. Proof of treatment is necessary.
Scarlet Fever	Exclude for 24 hours after antibiotic treatment has commenced.
School Sores (Impetigo)	Exclude for 24 hours after treatment has commenced, as long as sores on exposed surfaces are covered with a watertight dressing. Otherwise children must be excluded until sores have dried.
Thrush	No exclusion necessary
Warts	No exclusion necessary

Note: All weeping wounds/sores, which have developed scabs, are to be covered at all times with water tight dressings to avoid infection and blood contaminations to others. Once scabs are healed child can commence play without dressing being applied.

OTHER COMPLAINTS

Disease or Complaints	Exclusion Period
Conjunctivitis	Exclude while there is still discharge from the eyes. Eyes must be clear when child wakes up in the morning for re-admittance to Centre, unless a doctor has diagnosed a non-infectious conjunctivitis.
Cytomegalovirus (CMV)	No exclusion necessary
Haemophilus Influenza Type B (HIB)	Exclude until appropriate antibiotic treatment has commenced for at least 4 days.
Hepatitis A	Exclude for 7 days after the onset of illness and a Doctor's certificate is provided recommending the exclusion should cease.
Hepatitis B	No exclusion necessary unless unwell
Hepatitis C	No exclusion necessary unless unwell
HIV (Human Immuno-deficiency Virus) & AIDS (Acquired Immune Deficiency Syndrome)	No exclusion necessary unless: <ul style="list-style-type: none"> • There is an outbreak of an infectious illness within the centre
Meningitis	Exclude until antibiotic treatment has been completed
Meningococcal Infection	Exclude until special antibiotic called Rifampicin is completed.
Mumps	Exclude for 9 days after the onset of swelling
Toxoplasmosis	No exclusion necessary

Exclusion of sick children and staff due to Illness

Sometimes, children and adults need to be away from the Centre for the safety of others. This is called exclusion. The exclusion period is the minimum period to be away from the Centre. However, a child or

staff member may need to stay home longer than the exclusion period to recover from an illness. Excluding sick children and adults is an important way of preventing the introduction of infection into the Centre.

Children who become ill at the Centre

If a child is so sick that he/she:

1. Sleeps at unusual times
2. Has a fever of 38 degrees or higher
3. Is crying constantly as a result of discomfort due to illness
4. Is reacting badly to medications
5. Is in need of constant one to one care.

Management will contact the child's parents/guardian/emergency contacts as soon as possible to have the child collected (within 30 minutes)

Albert Waterways Children's Centre does not have the staff resources to adequately care for the children in these conditions.

Any child who registers a temperature of 38°C or above is collected from the Service and excluded for 24 hours after the last elevated temperature or until the Service receives a doctor's clearance letter stating that the child is cleared of any infection and able to return to childcare.

The decision to exclude or re-admit a child who has been sick will be the sole responsibility of the Directors and you may be asked to produce a clearance letter from a General Practitioner stating that your child is non-contagious and well enough to attend the Centre.

These decisions will be made in the best interests of the children at Albert Waterways Children's Centre, taking into consideration:

- Results of clinical tests
- Medical opinion
- Staff experience
- Diseases prevalent at Albert Waterways Children's Centre or in the community at the time of illness.

Temperatures

- Often the first sign of illness is a raised temperature of 38°C or above. If a child's temperature reaches this, management will contact the child's parents/guardian/emergency contacts as soon as possible to have the child collected (within 30 minutes)
- Should the temperature of the child exceed 39 degrees, and there are signs of more severe illness, and the parent cannot be contacted, then an ambulance will be called. A staff member will accompany the child to the nearest hospital of choice of the family as indicated on the enrolment form.
- For infants under three months old with a temperature/fever over 38°C, parents will be immediately notified and requested to seek medical assistance. If the parent cannot take the child to a GP immediately, permission will be required for the Service to seek medical assistance urgently

- Educators will monitor the child closely and be alerted to vomiting, coughing or convulsions
- Educators will attempt to lower the child's temperature by:
 - removing excessive clothing (shoes, socks, jumper, pants)
 - encouraging the child to take small sips of water
 - moving the child to a quiet area where they can rest whilst being supervised
- Educators will complete the *Incident, Injury and Trauma Record*, ensuring the form has been completed correctly and signed by the parent/guardian/emergency contact upon collection of their child

Vomiting

A child who vomits and is feeling unwell will be excluded from the Centre for 24 hours after their last episode of vomiting. Children should not be brought back to the Centre if they have been vomiting overnight.

Diarrhoea

Diarrhoea is an increase in the frequency, runniness or volume of the faeces. It may be caused by different organisms, for example viruses (such as Rotavirus), bacteria (such as Campylobacter, Salmonella and Shigella), and parasites (such as Giardia and Sytosporidium). Diarrhoea is spread when hands, objects and surfaces become contaminated with organisms from faeces. Infected people do not always show symptoms.

If a child has a maximum of two episodes of diarrhoea the Group Leader in the room is to be notified. She/he will then notify the Director and contact the parents requesting them to collect their child. The staff are aware that there may be other reasons for a change in a child's bowel motions these being: change in diet and medication (such as antibiotics), so please inform staff if your child has any of these conditions when leaving your child at the Centre. The child is unable to attend the Centre until 24 hours has elapsed from the time of the last diarrhoea.

Medical Procedures

If following a visit to your family Medical Practitioner your child is required to undergo medical procedures, such as taking of a urine sample or stool sample etc we request you keep your child at home in order to complete these. The staff at Albert Waterways Children's Centre are unable to perform these tasks as we are not trained and do not have the resources necessary to comply with strict requirements when taking these samples.

Sources

Staying Healthy - Preventing infectious disease in early childhood education and care services 5th Edition
Public Health Queensland Government

Recommended minimum exclusion periods for infectious conditions for schools, pre-schools and child care centres

National Health and Medical Research Council – December 2005

Gastro-enteritis alert

Gold Coast Public Health Unit – August 2007

Education and Care Services National Regulations 2011

Policy Review Record

Date	Management Committee Name	Nominated Supervisors Name	Review Cycle	Next Review Date
Sept 2023	Elizabeth Maddock	Tamara Fallon	Every year	Sept 2024