

Health Practices Policy

Purpose

Greater West Childcare understands the importance of having good health practices in place at our services, to ensure the health and safety of the children, families and staff in our care, and desires to ensure relevant health issues are considered and addressed.

1. Incidents, Injuries and Trauma

Management will ensure that:

- all incidents are recorded accurately within 24 hours using appropriate organisational forms and procedures
- families are notified no later than 24 hours after the incident
- relevant agencies are notified of the incident as required
- all incidents are treated sensitively and children's dignity is retained
- recommended guidelines for dealing with spills of blood and bodily fluids as explained in Staying Healthy in Childcare will be followed to protect the health and safety of all adults and children within the service
- in the event of a major incident or injury, post-traumatic stress debriefing or counselling, is provided as required for students, volunteers, staff, children or families

2. Illness

Greater West Childcare recognises that while it is not possible to prevent the spread of all infections and illnesses, effective illness management practices and maintaining high standards of hygiene significantly reduce the likelihood of becoming ill. To assist in preventing the spread of illnesses:

- Management will maintain clear procedures in relation to dealing with someone who is unwell, or becomes unwell while at our services, and in regard to controlling the spread of infection
- These procedures will be kept updated and consistent with current information from relevant recognised authorities

3. Infectious Diseases

Infectious diseases are of special concern and as such procedures will be developed to ensure that they are managed to prevent the spread across our services. These procedures will consider and address the following:

- Immunisation of children in our care.
- Appropriately excluding children and families from attending our services for the purpose of preventing the spread of infections
- Ensuring a high level of hygiene practices are observed



4. First Aid

- At least one Educator with a current approved First Aid qualification, asthma, and anaphylaxis training will be on duty at all times while children are on the premises at our services
- Procedures will be developed to ensure that the contents of each First Aid Kit are kept fully equipped with appropriate, in date, first aid equipment, and to ensure that First Aid is administered by qualified personnel in the event of an incident

5. Safe Food Handling


- Procedures for the safe storage, heating and handling of food and drink will be developed and followed to ensure that safe food handling requirements per the NSW Food Authority and other relevant authorities are adhered to
- Food preparation areas will be maintained in a clean and hygienic condition to the standards required by council and other relevant authorities
- Ongoing food handling and hygiene professional development will be provided to relevant staff and volunteers

6. Healthy Environment

- Our services are to be allergy aware, and a non-smoking environment
- Management is responsible for ensuring the service is kept in a clean and hygienic state
- Personal Protective Equipment (PPE) is to be provided and used when performing cleaning duties

7. Soiled Children

Management will ensure that appropriate procedures are in place and implemented for the purpose of dealing with soiled children

POLICY VERSION AND REVISION INFORMATION	
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