

Controlling Infectious Disease Procedure

This procedure should be read in conjunction with the 'Health Practices Policy'

Hygiene Practices

1. All staff are expected to observe a high standard of health and hygiene in the workplace.
2. Hand hygiene is considered to be one of the most effective way of controlling infection in the service. Staff and children are reminded to wash their hands with soap and water:
 - when arriving at the centre
 - before and after all cleaning tasks
 - before handling, preparing or eating food
 - after toileting
 - after coughing, sneezing or blowing their nose
3. Notices which clearly explain effective hand washing procedures, in a child friendly format, will be displayed next to hand washing basins.
4. The service also recognises that regular environmental cleaning is an effective way of stopping the spread of disease. Refer to the Cleaning Procedure.

Immunisations

1. It is the responsibility of parents and guardians to keep their children's immunisations up to date as is appropriate for the age of the child.
2. Children who are not immunised may still be enrolled at our services provided they qualify for an exemption such as being enrolled in formal schooling. Please note that a child who is not immunised may not be eligible for Childcare Subsidy (CCS). Parents should consult Centrelink for clarification on this.
3. Children and educators who are not immunised, are immunosuppressed or who are receiving medical treatment causing immunosuppression (such as chemotherapy) may be excluded from care during outbreaks of some infectious diseases, in accordance with the National Health and Medical Research Council exclusion guidelines.
4. A record of each child's current immunisation status must be provided upon enrolment and will be kept in the child's enrolment information.
5. Staff are encouraged to remain up-to-date with their immunisations.
6. The service will make available up to date information for parents and educators on immunisations, and common infectious diseases, and will contact their public health unit if they have any questions regarding infectious diseases.

Pandemic and Epidemic Management

1. In the event the Health Authorities declares an Epidemic or Pandemic outbreak, all health and hygiene practices will be based on the direction given by relevant

agencies (e.g World Health Organisation, NSW Department of Health and the Department of Education)

2. In such an event, a Risk Management Plan will be created based on recognised advice from relevant agencies and shared with all staff and families. This plan will be updated as necessary and will replace relevant procedures for the duration of the outbreak.

PROCEDURE VERSION AND REVISION INFORMATION



Authorised by GENERAL MANAGER

Current version 2.1

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