



THE CUBBYHOUSE

PRESCHOOL AND LONG DAY CARE

ABN: 64083942858

41 Polwood Street Kempsey 2440 Phone (02) 6562 8591 Fax (02) 6562 1709

54 Pulteney Street Taree 2430 Phone (02) 6551 2100 Fax (02) 6557 8067

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Infectious Diseases Policy

Introduction

Infectious diseases can be spread easily when many people are together in the one environment.

Goals – What are we going to do?

Maintain a clean healthy environment that fosters hygienic practices and infection control measures.

Strategies – How will it be done?

We can prevent the spread of these diseases through these steps

1. Effective hand-washing, hygienic practices
2. Notification of infectious diseases to families
3. Exclusion of children and adults that are not immunised
4. Exclusion of sick children and adults
5. Immunisation and education for families regarding immunisation
6. Effective cleaning procedures.

If these are implemented properly and supported by infection control measures such as cleaning and food safety procedures this will help to prevent the spread of infectious diseases.

1. Effective hand washing, hygienic practice.

Staff, educators, families and children are encouraged and reminded to wash their hands thoroughly with soap and warm running water for at least fifteen seconds:

- Upon arrival and departure from the service
- Before preparing food.
- Between handling raw and ready to eat foods.
- Before eating.
- After going to the toilet or after changing nappies.
- After sneezing/ coughing and blowing the nose

Food handlers should use single use, disposable paper towels to dry their hands. Cloth towels are not recommended as these get dirty quickly and can spread germs from one person to another. Hand washing and cough and sneeze etiquette is embedded into the educational program to ensure children are developing good hygienic practice.

2. Notification of infectious diseases to families

The Nominated Supervisor is encouraged to seek advice from their local Public Health Unit when they suspect an infectious disease outbreak is affecting the Cubbyhouse, including outbreaks of a gastrointestinal or respiratory illness. All staff will be made aware of what diseases need to be notified to the local health authority. Notifications to families must be put on display for these diseases. Signage will be placed in a prominent position at the Cubbyhouse to notify parents and authorised contacts of any infectious diseases present at the service and the exclusion periods that apply. Privacy and confidentiality of the affected persons will be maintained so as to ensure



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prejudice is not placed on any persons. Any parents of children not immunised against an infectious disease that is known to be in the Cubbyhouse community, will be contacted by telephone immediately to ensure they can exclude themselves to minimise the risk of infection. In the event of an outbreak of a communicable disease the Director or Nominated Supervisor must contact the local public health unit (ie. North Coast Public Health Service) as soon as possible after they are made aware that a child enrolled at the school or facility is suffering from one of the following vaccine preventable diseases:

- Diphtheria
- Mumps
- Poliomyelitis
- Haemophilus influenzae Type b (Hib)
- Meningococcal disease
- Rubella ("German measles")
- Measles
- Pertussis ("whooping cough")
- Tetanus

A notification will also be made to the Regulatory Authority, ACECQA via the NQA ITS website.

This contact will then be recorded in the child's file, on the Accident/Illness Register and in the office diary.

3. Exclusion of children and adults that are not immunised

Families, children and staff will be excluded from the Cubbyhouse if they are sick with an infectious disease, and will not be permitted to return until after the appropriate exclusion period expires and/ or clearance from a doctor is received.

4. Exclusion of sick children and adults

Families, children and staff will be excluded from the Cubbyhouse if an outbreak of infectious disease is present and they are not immunised against the infectious disease.

5. Immunisation and education for families regarding immunisation – See Immunisation Policy.

6. Effective cleaning procedures.

All areas of the Cubbyhouse will be kept clean at all times following our cleaning procedures. Bathrooms and toilets must be cleaned often to avoid the spread of viruses. Pay particular attention to surfaces such as toilet seats, handles, taps and nappy change.

Non- exclusion:

HIV and AIDS

"The Human Immunodeficiency Virus (HIV) attacks the immune system, which is the body's defence against disease. If a person's immune system is severely damaged by the virus, they will develop the Acquired Immune Deficiency Syndrome (AIDS). This means they are vulnerable to infections and illnesses that their body could normally fight off"(AFAO website 2015)



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Without treatment people with HIV may develop AIDS within 10 years, with appropriate treatment many people can live for several decades.

The virus is fragile: it cannot survive for a long time outside the body, and because it has limited means of transmission it is not considered highly infectious compared with, for example, measles, which can be spread through the air.

HIV can only be transmitted from an infected person to another through:

- *Blood
- *Semen/ Pre-Seminal Fluid
- * Rectal Fluids
- *Vaginal secretions
- *Breast milk

The following “bodily fluids” are not infectious:

- *Saliva
- *Tears
- *Sweat
- *Faeces
- *Urine

With AIDS/HIV, the child will not be excluded from The Cubbyhouse. However notification to the Director is desirable for the best interest of the child and carers. If an infectious disease is present in The Cubbyhouse it could be detrimental to the health of the AIDS/HIV child. This information will be treated in the strictest confidence.

Hepatitis

Hepatitis is the name for several different illnesses which all cause the same problem: an inflamed (swollen or painful) liver. The liver is a vital part of the body. If it does not function properly, it can cause serious illness or sometimes even death.

The different types of virus are known by different letters - A, B, C, D and E - so the different forms of the disease are called 'hepatitis A', 'hepatitis B' and so on. Sometimes people shorten the name, and say 'hep A' or 'hep B'.

All these viruses cause similar problems but are spread in different ways. So the ways to prevent people catching the disease are different too.

Although children with hepatitis A under the age of five rarely have symptoms, hepatitis A can spread easily in child care centres. Therefore, it is important that centres have policies on handwashing and cleaning procedures. The Cubbyhouse will ensure that everyone at the centre follows these policies and procedures thoroughly.

When cases of hepatitis A occur amongst families or employees at a child care centre, it may be the first sign of an outbreak within the centre. To assist in preventing the spread of hepatitis A, you must notify the director of the centre if your child gets hepatitis A.

Hepatitis A occurs when the hepatitis A virus is taken in by mouth. The virus then multiplies in the liver and is passed in the faeces. An infected person's hands can become contaminated after using the toilet and the virus then spreads by direct contact, or by food, beverages and other objects that were handled by the infected person, such as cups and spoons.



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For example, hepatitis A can spread when people:

- Don't wash their hands thoroughly after going to the toilet or changing nappies.
- Eat non-cooked foods, such as salads, which have been contaminated by being handled by an infectious person.
- Eat shellfish from contaminated waters.
- Drink contaminated water.

As with some other infectious diseases, a child will not be refused a position at the Cubbyhouse. However notification to the Director is desirable for the best interest of the child and carers. This information will be treated in the strictest confidence.

Statutory Legislation and Considerations

Education and Care Services National Regulations 2011

Regulation 88

National Quality Standards

QA2 - Children's health and safety

QA5 - Relationships with children

QA6 - Collaborative partnerships with families and communities

Early Years Learning Framework

Outcome 1: Children have a strong sense of identity

Outcome 3: Children have a strong sense of wellbeing

Sources

Hepatitis Information - <http://ideas.health.vic.gov.au/diseases/hepatitis-a.asp> (accessed October 2015)

Staying Healthy Preventing infectious diseases in early childhood education and care services
Fifth edition 2012

N.S.W. Department of Health

A.I.D.S. Council of Australia <https://www.afao.org.au/home> (Accessed October 2015)

Infectious Illness notifications - <http://www.health.nsw.gov.au/infectious/pages/notification.aspx>
(Accessed October 2015)

National Health and Medical Research Council - www.nhmrc.gov.au (Accessed October 2015)

Links to other policies

Arrival and Departure Policy

Child Protection Policy

Communication and Interactions with Families Policy

Confidentiality and Privacy Policy

Curriculum Development and Programming Policy

Enrolment and Orientation Policy

First Aid Policy

Governance and Management Policy

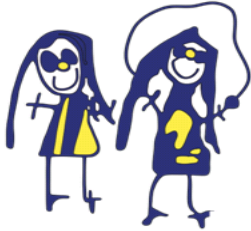
Hygienic Practices Policy

Illness Policy

Immunisation Policy

Incidents, Injuries and Trauma Policy

Infectious Disease Policy – Data, Cubbyhouse Originals, Cubbyhouse Manuals, Policies



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Inclusion of Children with Additional Needs Policy

Interactions with Children Policy

Medical Conditions Policy

Participation of Students and Volunteers Policy

Policies and Policy Review Policy

Record Keeping and Retention Policy

Risk Management Policy

Staff Orientation and Induction Policy

Workplace Health and Safety Policy

Links to procedures – (Data, Cubbyhouse Originals, Cubbyhouse Manuals, Procedures)

Bathroom Cleaning Procedure

Dangerous Products Storage Procedure

Enrolment and Orientation Procedures

Food Safety Plan

Illness, First Aid and Hygiene Procedures

Linen Change Over Procedure

Maintain Records Procedure

Medication Procedure

Nappy Change and Toileting Procedure

Programming Guidelines

Safety Checks and Supervision Procedure

Staff Development Procedure

Staff Orientation Procedure

Student Volunteer Orientation Procedure

Links to forms/ resources

Data, Cubbyhouse Originals, Forms

❖ Centre Forms

- accident illness register
- First Aid Kit Item Checklist
- First Aid Risk Assessment

❖ children's forms

- Medication Form
- Incident/ Accident report Form

Data, Cubbyhouse Originals, Resources

❖ Workplace health and safety folder

❖ Signs

- sign-infectious-diseases-sign (1)

NQA ITS website - <http://www.acecqa.gov.au/national-quality-agenda-it-system> (Accessed October 2015)

Developed 1999 Reviewed and modified 2001, 2006, October 2013, Dec 2014, May 2015, October 2015

Infectious Disease Policy – Data, Cubbyhouse Originals, Cubbyhouse Manuals, Policies