

2:8 PREVENTING INFECTIOUS ILLNESS POLICY

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RATIONALE

To provide clear guidelines for managing and preventing illnesses at the centre, including infectious illnesses.

1. MANAGING ILLNESS AT THE CENTRE

The Manager or a Head Teacher will contact a parent to pick up their child if they have any of the following:

- the child has a fever (a temperature of above 38 deg celsius)
- the child is lethargic and unable to participate in centre activities
- the child's nose is continually running green mucus, or the child is coughing up green mucus
- the child has had one bout of diarrhea (toddlers & preschool) or two bouts (babies)
- the child has had one bout of vomiting
- the child shows symptoms or signs of infection, such as conjunctivitis, hand foot and mouth, school sores (impetigo) chicken pox or measles. Any children with unidentified fluid filled exposed sores must get a Dr's clearance certificate before returning back to the centre.
- the child has **live** nits present (eggs ok).
- the child has threadworms/pinworms.

2. EXCLUDING CHILDREN FROM THE CENTRE

Children should stay away from the centre when the centre believes that a child is unwell enough to participate in the centre activities, or once the following exclusions periods have passed:

Hand, foot and mouth: until all sores are dry and crusted over. No fluid filled sores.

Chicken pox: one week after rash has broken out and there are no fluid filled sores.

Nits: children have been treated and there are no longer any live nits present.

High temperature: 24 hours after a high temperature

Vommiting and diarrhea: 48 hours after the last vommit or bout of diarrhea.

Conjunctivitis: no less than 48 hours after treatment and eyes are clear of mucous.

School sores: until all sores are dry and crusted over. No fluid filled sores. 24 hours after antibiotics (if required).

Threadworm/pinworms: 24 hours after treatment.

Scabies: 24 hours after treatment.

Croup: children to be kept at home until fever subsides.

Glandular fever: until well enough to return. Dr's clearance certificate.

Hep A: 7 days from start of jaundice. Dr's clearance certificate.

Hep B: until well enough to return. Dr's clearance certificate.

Please note: we can not exclude children from Let's Grow if their siblings have an infectious illness and the child attending Let's Grow is not showing any symptoms of an illness.

When a child who becomes ill is waiting to be picked up, an adult will remain with them in an area in their room away from the other children until someone picks them up.

If a parent or caregiver is not available and the child's condition deteriorates, the teachers will seek medical help.

If a child is sent home due to an illness, teachers will record details of the illness in the Illness book.

If the teacher's or child's illness results in a loss of consciousness, restricted airway and/or difficulty breathing, medical help will be sought immediately. Teachers will report this to the Manager immediately.

If a teacher becomes ill, he/she will be sent home as soon as possible and recommended to stay at home until well again.

3. MANAGING INFECTIOUS ILLNESS AT THE CENTRE

After two cases within the centre of an infectious illness teachers will put a notice up in the centre to inform parents of the infectious illnesses children attending the centre have contracted.

Any open sores or weeping cuts are to be covered at all times. If these weeping wounds cannot be covered, the child or teacher should stay at home.

If there is an outbreak of infectious disease in the centre, teachers will carry out a check of hygiene and cleaning routines.

It is not compulsory for all children to be immunised when attending the centre. Should there be an outbreak of an infectious disease that is part of the National Immunisation Schedule, those children who have not received that particular vaccination, as indicated in the immunisation register, will be required to stay at home until advised that they are able to return. The length of time will be disease dependent but could be up to 3 weeks. Partially immunised children could be advised to receive additional shots to maximise immunity to a disease and may have a stand down period.

It is admin's role and responsibility to keep a record of who is immunised.

4. MAINTAINING THE IMMUNISATION REGISTER

Children who are immunised will have the details of immunisation entered into the computer and on the Immunisation Register.

The Manager will sight suitable proof of immunisation on enrolment or at age 15 months.

Parents will be requested to provide updated information in the form of immunisation certificates or doctor's notes at other times concurrent with the National Immunisation Schedule if/when a child is immunised at 15 months or 4 years.

Management will update the immunisation register regularly.

5. PREVENTING ILLNESS

Safe nappy changing and toileting procedures, safe procedures for cleaning soiled and sick children, and hygienic laundry procedures are used to reduce the risk of illness spreading through the centre.

The centre cleaner will clean the toilet and changing room areas once per day.

Sick children and teachers are required to stay at home.

HYGIENE PRACTICES

Good hygiene practices within the centre are vital to minimise the risk of illness being spread. Through good hand washing and safe nappy changing procedures are two effective ways to reduce the risk of spreading illness.

It is important to ensure that:

- Regular cleaning practices occur within the centre.
- Toilets and hand basins are checked on a regular basis throughout the to ensure they are in a satisfactory condition and be sprayed with an appropriate cleaning (sanitizer cleaner) product.
- It is recommended that play dough is made fresh each week to ensure that it is safe and bacteria can't grow on it – however during an outbreak of an infectious disease it **MUST** be changed daily.

HAND WASHING

The teachers need to be sure that all children and staff wash their hands thoroughly (ideally 20 seconds washing and 20 seconds drying)

Where possible teachers should supervise children washing their hands and utilize the opportunity to teach children how to wash and dry their hands.

Water temperature:

- The water temperature of any plumbing fitting to which children have access must be at a delivery temperature of not greater than 40 degrees celsius.
- Water that is used in the kitchen for cleaning kitchen utensils should be delivered at not less than 55 degrees celsius.
- All hot water cylinders are set to not less than 60 degrees celsius to prevent the growth of Legionella Bacteria.

If children have access to the art sink then the water temperature must not be more than 40 degrees celsius.

DISINFECTING

High risk areas are where there has been a spill of blood, vomit or other bodily fluid e.g toilets please use bleach.

For table and other surface wiping please use white vinegar or eucalyptus diluted in water.

DISHWASHING

Let's Grow uses a Starline commercial dishwasher. This is to sterilize only, all dishes must be washed in hot detergent water before hand. The dishwasher is to be cleaned by the kitchen staff once per week.

PERSONAL CARE TAKING TASKS PROCEDURES

Staff undertaking personal care taking tasks must ensure children's wellbeing. Staff will be respectful and nurturing of the individual child's physical and emotional wellbeing.

- Only centre teaching staff will undertake personal care taking tasks for children. Casual relievers not well known to children and students (unless with the express permission of a Head Teacher or Centre Management) are not permitted to undertake these tasks.
- Staff will promptly attend to any child who's clothing gets wet or soiled (ie: mud or paint etc) while playing. This does not mean that a child playing with water on a warm day needs to be changed immediately when they get wet. Rather, staff should be aware of the child's level of comfort and change them as required or when the child no longer wants to be involved in the activity.
- Staff will attend promptly to any child who vomits or has a toileting accident. Staff will be discrete and will protect the child's dignity and privacy. Actions or comments that may embarrass or belittle the child are unacceptable.
- When toileting or washing a child and or changing wet or soiled clothing, staff will take all due care to ensure the child is clean and comfortable. Children should be supported to toilet/wash and dress themselves as far as they are able.
- Staff will wear gloves when attending to a child soiled by faeces or vomit and will use the designated body wash when cleaning the child, ensuring that they follow the procedures for washing sick and soiled children. Staff will record times the children have been washed noting the time and reason using the personal care taking record. Staff will thoroughly disinfect and clean washing sink immediately after use.
- Sick bucket in each room, with blood cloths and gloves.
- Staff will take due care to protect themselves from allegations of inappropriate behaviour by ensuring that they tell another staff member they are washing or changing a child's clothing and ensuring that they can be seen from another area of the centre. Under no circumstances are staff to undertake personal tasks in closed or remote areas of the centre (including the sleep room).

HYGIENE PRACTICES FOR WASHING SICK AND SOILED CHILDREN

1. Put on disposable gloves.
2. Ensure that you have all necessary cleaning (disposable cloth) and drying materials on hand.
3. Remove clothing (and nappy if applicable)
4. Place child in body wash facility (infant room shub) and wash with soap and a disposable red cloth – ensuring the child's right to dignity and privacy are respected (be mindful of how you undertake this procedure and ensure that you use correct manual handling procedures when lifting the child if steps are not available.)
5. Be mindful of any water that may spill on the floor and take the necessary precautions to keep yourself and the child safe.
6. Remove gloves and dispose of these.
7. Dry child and re-dress with clean clothes.
8. Put on new gloves prior to handling soiled clothing/nappy.
9. Rinse child's clothes if needed to remove excess body waste and place in a plastic bag to be sent home. Consider the best place to store this until collection.
10. Ensure the body wash facility is sprayed down with sanitizer then rinsed off to remove all traces of infection from germs.
11. Ensure that all drying or other soiled linen is laundered separately in a hot wash to ensure that any germs are killed.
12. Place gloves and wash cloth/s (and any other disposable materials used) in a plastic bag for safe disposal.
13. If any body fluids / solids have spilt on the floor or furniture then ensure that you follow the 'First Aid Precautions for Body fluid/Hepatitis B/HIV' to clean this up – (this should be on display near the first aid cabinet)
14. Record and instances of washing children on the personal care taking record (located beside the shub in the infants room).