

# **Our Lady of Hope Greenwith Campus Outside School Hours Care**



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## **POLICY DOCUMENT**

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### **INFECTIOUS DISEASES AND INFESTATIONS**

# INFECTIOUS DISEASES AND INFESTATIONS

## BACKGROUND

OSHC services provide an opportunity for the spread of infectious diseases and infestations and so must take steps to prevent transmission through the OSHC community and on to the wider community. Whilst it is acknowledged that it is not possible to prevent all infectious diseases and infestations, OSHC services have a responsibility and legal obligation to take action to help prevent the spread.

When an outbreak of head lice or other transmittable infestation occurs, the service will follow procedures as for infectious diseases. It is not required that this is reported to the Education and Early Childhood Services Registration and Standards Board of South Australia but similar actions need to be taken.

## POLICY STATEMENT

The Our Lady of Hope Greenwith Campus OSHC service follows the guidelines for prevention of infectious diseases as outlined in the document 'Staying Healthy -Preventing Infectious Diseases in Child Care'. Children suffering from infectious diseases will be excluded from OSHC for the length of time specified or on the written advice from the child's medical practitioner.

## RELATIONSHIP

Regulations	National Quality Standard	Other policies/Service documentation	Other legislation/Guidelines
168	2.1	Incident, Injury, Trauma and Illness Policy	Health Support Planning in Education and Children's Services Staying Healthy in Child Care
88		Nutrition Policy	
		Administration of First Aid Policy	
		Enrolment form	

## HOW THE POLICY WILL BE IMPLEMENTED

### GENERAL

The service will act to prevent the spread of infectious diseases/infestations by:

- Ensuring current information about infectious diseases is held at the service.
- Providing information to families regarding infectious diseases and exclusion from the service as part of the family information pack.
- Providing appropriate hand washing facilities and supplies (as outlined in the Nutrition Policy).
- Encouraging effective hand washing techniques.
- Providing appropriate first aid supplies (as outlined in the Administration of First Aid Policy).
- Excluding children from the service who are suffering from an infectious disease (as per the guidelines in Staying Healthy).
- Notifying families when an infectious disease has occurred at the service.
- Providing information about immunisation.

## **THE DIRECTOR IS RESPONSIBLE FOR**

Ensuring that the services practices and procedures minimise the spread of infection/infestation by:

- Regularly disinfecting and cleaning all equipment.
- Ensuring that there is no sharing of drinking/eating utensils.
- In the case of head lice, removing soft furnishings (bean bags), washing the 'dress ups' and restricting access to them until the immediate risk passes.
- Making sure that all material items such as towels, dress-ups and cushion covers, will be laundered regularly.
- All rubbish or left-over food is to be disposed of immediately. Lids must remain on the bins at all times and bins should be emptied and wiped down with disinfectant daily.
- All staff wearing disposable gloves when in contact with blood, open sores or other bodily substance, clothes contaminated with bodily fluids or cleaning up a contaminated area. Staff must wash hands with soap and water after removing the gloves.
- Staff with cuts, open wounds or skin disease such as dermatitis covering their wounds and wearing disposable gloves. Used gloves should be disposed of safely.
- Children not sharing hats.
- Ensuring the service holds information on specific diseases and exclusion periods and this information is available to educators and families; and that the [Staying Healthy](#) document and posters are accessible to educators at all times.
- Ensuring the service's documents are all current and available.
- Ensuring that any updates to the documents are made available to all educators in a timely fashion.
- Ensuring that information regarding the service's policy on exclusion of children with infectious diseases is made available to families in the family information pack, along with the recommendation that families keep children who are unwell at home.

## **INFECTIOUS DISEASES**

In the event that an educator suspects that a child arriving at the service is suffering from an infectious disease:

- The educator will approach the director for a second opinion.
- If the director also suspects the child is suffering from an infectious disease, he/she will advise the person signing in the child that the child is suspected of suffering from an infectious disease and request that the child be removed from the service until a medical practitioner has determined that
  - the child is not suffering from an infectious disease
  - the child has completed the applicable exclusion period as outlined in the current edition of [Staying Healthy](#).

In the event that an educator suspects that a child in attendance at the service is suffering from an infectious disease:

- The child will be withdrawn from the main group and taken to a separate area, where the educator will further assess the child's current health condition and maintain surveillance whilst making the child comfortable.
- The educator will refer to [Staying Healthy](#) for details on symptoms the child is presenting with (but will not officially make a diagnosis, but can however present the symptoms to the family and indicate that other children with similar symptoms have been diagnosed with a similar condition).
- An educator will contact the family or, if unsuccessful, the emergency contacts in order of priority and advise the emergency contact of the child's condition and request that the emergency contact make immediate arrangements to collect the child from the service.
- In an event where the child does not have to be collected immediately, precautions as described in [Staying Healthy](#) will be implemented.

In the event that a child with an infectious disease has been in attendance at the service, the director will:

- Ensure that the families of children in attendance that day, or any other previous day the child has attended and may have been infectious, are notified as soon as practicable. Confidentiality will be maintained and only the name and nature of the infectious disease will be disclosed (see Confidentiality Policy).
- Ensure that information regarding the infectious disease is available to families.
- Ensure information regarding the occurrence and nature of the infectious disease is prominently displayed next to the day sheet.
- Ensure that documentation regarding the infectious disease and the actions taken by the service comply with Regulations.

The service will make information on immunisation available to families. Posters will be displayed prominently and additional information will be available via the Staying Healthy resource.

**RESOURCES/REFERENCES**

- Staying Healthy—Preventing Infectious Diseases in Early Childhood Education and Care Services. Australian Government National Health and Medical Research Council, 5<sup>th</sup> Edition at [www.nhmrc.gov.au/guidelines/ publications/ch43](http://www.nhmrc.gov.au/guidelines/publications/ch43)
- You’ve Got What?, Government of South Australia Department of Health at [www.health.sa.gov.au/pehs/youve-got-what.htm](http://www.health.sa.gov.au/pehs/youve-got-what.htm)
- Health Support Planning at [www.chess.sa.edu.au/Pathways/HSPbookinfull09.pdf](http://www.chess.sa.edu.au/Pathways/HSPbookinfull09.pdf)
- Wash, Wipe, Cover (Health SA) at [www.publications.health.sa.gov.au](http://www.publications.health.sa.gov.au)
- Department of Health guidelines for managing head lice at [www.dh.sa.gov.au/pehs/branches/headlice/headlice-index.htm](http://www.dh.sa.gov.au/pehs/branches/headlice/headlice-index.htm)
- NCAC OSHCQA Fact Sheet #17 Children’s Hygiene at [www.acecqu.gov.au](http://www.acecqu.gov.au) (go to NCAC archive)
- SA Health Communicable Disease Control Branch at [www.dh.sa.gov.au/pehs/communicablediseases-index.htm](http://www.dh.sa.gov.au/pehs/communicablediseases-index.htm)
- SA Health List of Notifiable Diseases at [www.dh.sa.gov.au/pehs/PDF-files/1203-notifiable-diseaselist.pdf](http://www.dh.sa.gov.au/pehs/PDF-files/1203-notifiable-diseaselist.pdf)
- SA Health Report of Notifiable Disease or Related Death at [www.health.sa.gov.au/pehs/PDF-files/2008-case-reporting-form.pdf](http://www.health.sa.gov.au/pehs/PDF-files/2008-case-reporting-form.pdf)
- DECD Infection Control website at [www.decd.sa.gov.au/speced2/default.asp?navgrp=health&=infection](http://www.decd.sa.gov.au/speced2/default.asp?navgrp=health&=infection)

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**(Chairperson)**

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**(Date Reviewed)**

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**(Principal)**

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