



Infectious Disease and Infestations Policy

BACKGROUND

Holy Family Catholic School OSHC service we aim to prevent infectious diseases and infestations. Infections are a common cause of illness in children. The symptoms of an infection may vary from person to person. There may not be any signs of illness, and, in many cases, the infectious phase may still be ongoing. While it is impossible to prevent all infections in education and care environments, an infection can be spread when an infected person attends the service premises and contamination occurs. A service can prevent infection spread through good hygiene. OSHC services have a responsibility and legal obligation to take action to help prevent the spread. When an outbreak of infestation occurs, the Service will follow procedures for infectious diseases.

POLICY STATEMENT

Holy Family OSHC aims to promote and protect the health, safety, and wellbeing of all of children, educators, and families. We also aim to reduce the risk of infectious diseases and illnesses spreading in our services.

HOW THE POLICY WILL BE IMPLEMENTED

1. 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
- Encouraging effective hand washing techniques
- Providing appropriate first aid supplies
- Excluding children from the service who are suffering from an infectious disease
- Notifying families when an infectious disease has occurred at the service.
- Providing information about immunisations.
- Implementing and following effective hygiene practices

2. Educators Responsibilities

- Educators are required to have good personal hygiene practices.
- If Educators are unwell, they should not attend their workplace until their symptoms are cleared or been given a doctor clearness. This is to reduce the risk of spreading infectious diseases and or illnesses.
- Educators must come to work with a clean and professional clothing. Including closed in shoes.
- Educators must demonstrate correct hand washing procedures in the guidelines of Staying Healthy 5th edition.
- When Educators are in the kitchen, they must wear the aprons that is provided.
- If Educator's hair is below their shoulder's hair needs to be put up neatly.
- Educators must wear hair nets or correct kitchen hat when preparing food.

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- When educators are serving food, they need to use of the correct utensils and gloves.
- Educators must ensure they clean all benches and counter tops following the Staying Healthy in childcare 5th edition.
- 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.
- 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 are to cover their wounds and wear disposable gloves. Used gloves should be disposed of safely.
- Children are reminded to not share hats.
- Ensuring the service holds information on specific diseases and exclusion periods and this information is available to educators and families.
- Ensuring that any updates to the documents are made available to all educators in a timely fashion.

3. Infectious diseases

- If the service is notified that a child has suffered or is suffering from an infectious illness, the service will exclude the child from attending the service for the time specified in [SA Health website](#).
- 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/Responsible Person for a second opinion.
- If the Director/Responsible Person 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 health professional has determined that the child is not suffering from an infectious disease.
- Educators will follow the basic First Aid Principles and practices for illness and infectious diseases. including completing the Incident/illness/injuries/accident form for the caregiver to sign on arrival.
- 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.
- 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 the event that the child’s condition worsens the educator will follow the First Aid Practices and Principles, seek medical advice, this may include but not limited to calling emergency services.
- 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.

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- 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.

REFERENCES:

- Quality Area 2 – Children’s health and safety
- Quality Area 7 – Leadership and Service Management
- Education and Care Services National Regulations (2011) R 85 - 89, R 173 - 176
- Education and Care Services National Law Act (2010) S 165, S 167, S 168
- Infectious Diseases – SA Health
- Nutrition, Food, Beverage and Dietary Requirements Policy
- First Aid Policy
- Staying Healthy in Childcare 5th Edition

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