

Camp Gan Izzy - Dealing with Infectious Diseases COVID-19 (Coronavirus)

NQS

QA2	2.1.1	Each child's health needs are supported.
	2.1.4	Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines.
	2.2	Each Child is protected
QA6	6.1	Respectful supportive relationships with families are developed and maintained.
	6.2	Families are supported in their parenting role and their values and beliefs about child rearing are respected.

National Regulations

Reqs	77	Health, hygiene and safe food practices
	88	Infectious diseases

Context

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more serious respiratory diseases. Most people displaying symptoms such as fever, cough, sore throat, tiredness or shortness of breath are likely suffering with a cold or other respiratory illness—not coronavirus. People at higher risk of catching the virus include older people, those with underlying medical problems and Indigenous Australians. The threats posed by the virus mean serious steps must be taken to stop the spread of the disease.

Aim

Gan Izzy is committed to providing a safe and healthy environment that reduces the chance of being infected or spreading COVID-19. In recognition of the rapid spread of this disease and the ongoing release of information from authorities, our service needs to respond swiftly and correctly to advice from authorities.

Our service will apply measures that prioritise health and safety, including:

- Implementing vigilant hygiene practices that prevent the spread of infectious diseases, including COVID-19
- Encouraging good health and sanitation
- Monitoring sources of public health information
- Implementing all measures recommended by authorities and
- Educating and informing our community with current and trusted information.

Related Policies

- Excursion Policy
- Health and Safety Policy
- Infectious Diseases Policy
- Medical Conditions Policy
- Management of the Service and Confidentiality Policy
- Acceptance and refusal of Authorisations Policy

Who is affected by this policy?

- Children
- Families
- Educators

Implementation

We have been in touch with a parent who is the Head of Paediatrics in a NSW hospital, and received guidance vis-à-vis policies to implement in regards to Covid-19.

Practices to reduce the chance of being infected or spreading COVID-19 will include:

- Regularly and thoroughly cleaning hands with an alcohol-based hand sanitiser or with soap and water.
- Ensuring the children use hand sanitiser frequently, specifically upon entering the building.
- Encouraging children to avoid touching eyes, nose and mouth as much as possible.
- Following good respiratory hygiene, when coughing or sneezing:
 - cover mouth and nose with bent elbow or tissue and
 - dispose of the used tissue immediately and
 - wash hands with soap and water or, if water is not available, use hand sanitiser
- Monitor children and staff for key symptoms of COVID-19 which are;
 - Fever
 - Coughing
 - A sore throat
 - Fatigue, and
 - Shortness of breath
- Excluding children or staff who are unwell and reasonably suspected to have a communicable disease from the service until they are cleared by a doctor to return.
- Restricting excursions during the heightened risk period and conducting risk assessments prior in consideration of:
 - the latest advice from the Australian Health Protection Principle Committee (AHPPC) and
 - those at high risk such as those with medical conditions.
- Reminding staff and families to observe physical distancing between other adults in the service at all times.
- Limiting access to the service to essential visitors during the heightened risk period, as recommended by Health Authorities
- Follow the instructions and advice of Health Authorities, as required

Should there be any concerns regarding the health of a child at the service, families will be asked to seek medical attention. Further guidance may be sought from Healthdirect on **1800 022 222**.

Cleaning and Hygiene

Our service maintains a clean and hygienic environment. During any infectious disease outbreak, routine environmental cleaning is increased in frequency, particularly on high-touch surfaces such as door handles, tables, light switches and bathroom areas and any toys/ surfaces which may have been mouthed or in contact with bodily fluids. Surfaces are cleaned to reduce any soil, then disinfected to remove germs. Further advice regarding infectious cleaning will be sought from the local Public Health Unit should there be any direct concern regarding the exposure of COVID-19 at the service.

Drop-Off and Pick-Up

To limit the interaction between parents, we have created a “drive-through” drop-off and pick-up system, where parents will drive up to the entrance, and the child will be greeted by a staff member, who will sign them in, take their temperature and provide hand sanitiser. The purpose of this is to limit the parents interaction with each other, as well as ensure that the children’s hands are clean and that they do not have a fever before entering the service.

Service of Food and Water

Our service follows strict food preparation and handling procedures, following good hand hygiene. Our service will follow any direction from the local Public Health Unit in relation to changes in food preparation procedures or water quality.

Keeping Informed

In recognition of the rapid and consistent release of information related to COVID-19, our service will refer to reliable authorities daily. Advice, directions and guidance will be:

- communicated to staff and families
- followed accordingly

Trusted sources of information include:

- Australian Government Department of Health: www.health.gov.au
- Coronavirus information for schools and early childhood centres, students and parents: www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-information-for-schools-and-early-childhood-centres-students-and-parents_0.pdf
- Corona Health Information Line: 1800 020 080
- Public Health Unit: 1300 066 055 (NSW)
- Regulatory Authority (NSW Department of Education)

Notifying the Regulatory Authority

Any incident that requires the Approved Provider to close or reduce the number of children at our service for a period will be notified to the State or Territory Regulatory Authority within 24 hours.

If a child or staff member at the service is diagnosed with COVID-19 this will be reported to the:

- Regulatory Authority (NSW Department of Education) and
- Local Public Health Unit: 1300 066 055 (NSW)
- A confirmed case of COVID-19 is a serious incident and as such will be notified as soon as practicable within 24 hours.
- Notifications will be made through the National Quality Agenda IT System (NQA ITS) or through direct contact via phone or email.
- Our service will remain diligent in reporting responsibilities and any directions provided to the service by the Ministry of Health.

Roles and Responsibilities

Approved Provider

- Follow practices to reduce the chance of being infected or spreading COVID-19 as listed above.
- Regularly check updates from reliable sources and communicate these to the Nominated Supervisor and action accordingly.
- Ensure that required notifications are made within the defined time frame.
- Provide hand washing facilities and make sure these are kept clean, adequately stocked and in good working order.
- Provide PPE, including gloves.
- Ask staff who are sick with respiratory illness to stay home until recovered.
- If there is a confirmed case of COVID-19, cooperate with directions from the health authorities and maintain confidentiality.
- Make appropriate arrangements so that staff who need to self-quarantine stay away from work.

Nominated Supervisor

- Work with the Approved Provider to ensure that current and reliable information is communicated to families and staff and actioned accordingly.
- Adhere to quarantine requirements and enforce self-quarantine as directed by the Public Health Unit.
- Notify the Approved Provider immediately if you need to self-quarantine, have a confirmed case of COVID-19, have recently travelled to an overseas destination or been in close contact with a confirmed case of COVID-19.
- Make appropriate arrangements so that staff who need to self-quarantine stay away from work.
- Ensure that staff who have been isolated after testing positive for COVID-19 do not return to work until they are cleared of the virus, and supply the medical clearance.
- Assist the Approved Provider to make the required notifications within the defined timeframes.
- Arrange for any maintenance or ordering of supplies to ensure there are adequate handwashing facilities.
- Ensure tissues, hand sanitiser, PPE and cleaning products are available for use.
- Promote good hygiene practices such as through posters on handwashing and respiratory hygiene.
- Keep the service clean and hygienic.
- Ask staff who are sick with respiratory illness to stay home until recovered and seek medical advice.
- If children become sick while at the service, follow illness procedures to ensure they are isolated, and families are contacted.
- Advise families of sick children to seek medical advice. If they are very unwell, call an ambulance.
- If there is a confirmed case of COVID-19, cooperate with directions from the health authorities and maintain confidentiality.
- Follow practices to reduce the chance of being infected or spreading COVID- 19 as listed above.

Educators & Other Staff, Students & Volunteers

- Ensuring they and where relevant children:
- wash hands frequently with soap and water including before and after eating or handling food, going to the toilet, handling play dough, using gloves, and after wiping or touching nose and cleaning up spills of body fluids
 - wash hands in ways that meet the principles recommended by the World Health Organisation in the following videos wash hands with soap and water and wash hands with alcohol based sanitizer
 - cough and sneeze into their inner elbow, or use a tissue to cover their mouth and nose and placing tissues in the bin immediately after use

- Keep the service clean and hygienic.
- Assist in regularly cleaning high-touch surfaces
- Advise families of sick children to seek medical advice. If they are very unwell, call an ambulance.
- If children become sick while at the service, follow illness procedures to ensure they are isolated, and families are contacted.
- Stay home if unwell.
- If there is a confirmed case of COVID-19, cooperate with directions from the health authorities and maintain confidentiality.
- Follow practices to reduce the chance of being infected or spreading COVID-19 as listed above.
- Follow food preparation and handling procedures in conjunction with regular hand washing.
- Notify the Nominated Supervisor immediately if you are experiencing symptoms of COVID-19, have been or potentially have been exposed to a person who has been diagnosed with COVID-19 or is suspected to have COVID-19, need to self-quarantine, have a confirmed case of COVID-19, have recently travelled to an overseas destination or been in close contact with a confirmed case of COVID-19.
- Supply a medical clearance to return to work after having tested positive for COVID-19 and completing a 14 day quarantine period.

Families

- Follow practices to reduce the chance of being infected or spreading COVID-19 including regularly and thoroughly cleaning hands with an alcohol-based hand or with soap and water and following good respiratory hygiene when coughing or sneezing.
- Follow directions From the Local Public Health Unit (such as the need to self- quarantine) and inform the Nominated Supervisor if you have recently travelled to an overseas destination, have a confirmed case of COVID-19 or been in close contact with a confirmed case of COVID-19.
- Seek medical attention for your child should they be unwell.
- Immediately collect your child from the service if requested to do so by staff due to concerns for their health.
- Observe physical distancing from other families and staff in the service
- Limit the number of family members entering the service, as directed by centre management during the heightened risk period
- Request assistance from staff if help is required on arrival and pick up while limiting other family members from entering the service premises

Resources and Useful Links

- Safework Australia: Early childhood education and care workers: Minimising the risk of exposure to COVID-19 www.safeworkaustralia.gov.au/sites/default/files/2020-04/early-childhood-education-minimising-the-risk-of-exposure-to-covid-19_0.pdf
- Spotlight on Quality Issue 5 – Unpacking reporting responsibilities: <https://education.nsw.gov.au/early-childhood-education/whats-happening-in-the-earlychildhood-education-sector/news-and-events/spotlight-on-quality/issue-5-unpackingreporting-responsibilities>
- World Health Organisation – Coronavirus disease (COVID-19) outbreak: www.who.int/emergencies/diseases/novel-coronavirus-2019
- Fair Work Ombudsman: Coronavirus and Australian workplace laws: <https://coronavirus.fairwork.gov.au>
- Australian Government Department of Health: www.health.gov.au
- Coronavirus information for schools and early childhood centres, students and parents: www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-information-for-schools-and-early-childhood-centres-students-and-parents_0.pdf
- Corona Health Information Line: 1800 020 080
- Public Health Unit: 1300 066 055 (NSW)
- The Regulatory Authority

- Australian Health Protection Principle Committee (AHPPC) - coronavirus (COVID-19) statement on 3 April 2020: www.health.gov.au/news/australian-health-protectionprincipal-committee-ahppc-coronavirus-covid-19-statement-on-3-april-2020

Sources

www.safeworkaustralia.gov.au

CELA – Community Early Learning
Australia Centre Support

Review

Date Reviewed: 15/6/2020

Date for Review: 1/6/2021

Management Approval Signature:

The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.