



Infectious Diseases and Illness Policy

Goal: To minimise the spread of infection and to ensure that the needs of the sick child and the other children in the centre are cared for appropriately.

Procedure:

1. A child is not to attend the centre while infectious, contagious or unwell. Guidance on the appropriateness of attendance will be provided by staff, including through the displaying of the 'Sickness Traffic Light' (Appendix B).
2. Parents and whānau are to notify the centre if the child has been in contact with a contagious or notifiable disease.
3. Parents and whānau will be notified of infectious disease and illness that have occurred in connection to the centre, verbally by the teachers, through whiteboard notices, email and online.
4. The required period of exclusion is to be set by the 'Person Responsible' regarding each disease or illness. According to Ministry of Health guidelines a minimum of 48 hours must have passed after the last episode of diarrhea, vomiting, stomach cramps and fever, before the child may return to the centre. However, a longer period is required before the child returns to the centre if they have not yet made a full recovery.
5. The Person Responsible has the authority to ask that a child be taken home, if it is deemed that the child is not well enough to attend the centre.
6. If a child becomes ill while attending the centre, all practical steps will be taken to isolate the child in the office or another room, with a teacher, away from the other children. The child will be provided with their own mattress and bedding, which will be hot washed as per the Hygiene Policy after use. The child's parents or whānau will be notified to collect their child without delay.
7. Details of the illness that occurs in the centre will be recorded in the Illness Register, and a copy will go to parents.
8. If a child vomits or soils, a teacher will wash the child, according to **Appendix A**

9. Parents and whānau are requested to discuss with teachers if their child has been ill or is taking any medication.
10. Any medication will be administered according to the Medication Policy.
11. Emergency contact details for each child will be part of the annual enrolment form.
12. The centre holds information on common childhood diseases, from the Ministry of Health. This information will be shared with parents and whānau whenever appropriate and relevant.
13. Where there is a serious illness involving a child while at the centre, that is required to be notified to a specified agency, the Person Responsible must also notify the Ministry of Education at the same time.

This policy will be reviewed as per the policy review schedule.

Note: For policy review purposes, Appendix A of this document should be reviewed alongside Appendix A of the Nappy Policy (Disposable Nappies) and Appendix A of the Nappy Policy (Cloth Nappies).

Date: 8 August 2020

Appendix A: Cleaning of Soiled Children

1. Any child who requires further cleaning than bottom wipes, will have the opportunity to be fully washed.
2. For small children, the children's bathroom tub will be used to bathe the child.
3. For bigger children, the shower in the adult bathroom will be used.
4. A Washing Kit will be available for the purpose of washing children.
The kit will contain:
 - Adult disposable gloves, apron and gumboots;
 - Liquid soap;
 - Shampoo;
 - Two body towels (orange);
 - Two body flannels (orange);
 - Two face flannels (purple);
 - Disposable bottom wipes;
 - Plastic bags.
5. The teacher will prepare the environment, including warming up the water to the required temperature and testing before use, arranging the necessary wash items, having a red bucket ready and ensuring respect and privacy for the child.
6. The teacher will advise other teachers and be visible throughout the process.
7. The teacher will put on the gloves, apron and gumboots.
8. The teacher will then remove the child's clothing and disposable nappy, placing them in the red bucket, labelled for soiled items.
9. The teacher will then wash the child with the wash items from the wash kit and dry the child with the orange body towels. The teacher will then ask another teacher to take the child from the bathroom and dress the child in clean dry clothes.
10. The child will then be cared for according to the Infectious Diseases and Illness policy, as appropriate.
11. The teacher who has washed the child will then undertake the clean-up process.
12. The body towels, body flannels and face flannels will be placed in the orange bucket for transporting to the laundry.
13. The disposable nappy, disposable bottom wipes and gloves in the red bucket will be disposed of in the disposable nappy bin. All the above will be transported in the red bucket.

14. The child's items in the red bucket will be bagged ready to go home and placed in the laundry until pick up time, with the exception of the gloves and apron that will be taken in the red bucket and disposed of in the disposable nappy bin. All the above will be transported in the red bucket.
15. The Washing Kit and gumboots will be cleaned using the bleach solution and paper towels.
16. Where a teacher's clothing or footwear has been contaminated, they will ensure those items are bagged and stored in the laundry.
17. The Washing Kit will then be replenished, ready for the next use.
18. The tub or shower will then be cleaned with the bleach solution and paper towels using a fresh set of gloves.
19. The red bucket will also be cleaned with the bleach solution and paper towels with the gloves and paper towels being disposed of in the disposable nappy bin.