

FACS005 – Crèche – **Illness and Exclusion Policy****1. POLICY CERTIFICATION**

Policy title:	Crèche – Illness and Exclusion Policy
Policy number:	FACS005
Category:	Policy
Classification:	FACS
Status:	Approved (26/06/2013 OCM)

2. PURPOSE

The Roper Gulf Regional Council Crèches have a duty to ensure the health and wellbeing of all children, parents and Childcare Educators enrolled at the crèches. The policy ensures to maintain an environment that will be free from any illness that is contagious.

3. ORGANISATIONAL SCOPE

This policy applies to Crèches run under Roper Gulf Regional Council.

4. POLICY STATEMENT

Roper Gulf Regional Council is aware that not all illnesses/conditions are contagious, but a sick child who requires more attention may compromise the care of the other children. Therefore, exclusion from the RGRC crèche will be only at the discretion of the Crèche Supervisor.

When enrolling your child at the crèche you will be asked to provide a current immunisation history, and to provide updates. If the child is **not** immunised, your child will be excluded from care even if they appear well during outbreaks of the following infectious diseases:

- Measles
- Polio
- Rubella
- Mumps
- Tetanus
- Whooping Cough
- Diphtheria

5. DEFINITIONS

Crèche	is a day care centre where child care educator will take care of children in place of their parents
RGRC	Roper Gulf Regional Council

6. PRINCIPLES**6.1 Management of unwell children**

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To safeguard the health of other children and Childcare Educators, sick children **will not** be admitted into the Crèche. The crèche follows to the National Health and Medical Research Council (NHMRC) recommended exclusion periods for communicable diseases which has been displayed at all crèche sites.

6.1.1 Exclusion criteria

A child who has any of the following symptoms cannot be admitted to the crèche:

- ear, eye or discoloured nasal discharge
- an undiagnosed rash
- high temperature (37.5 degrees or higher)
- infectious sores or diseases (children need a Doctor's certificate before re-admittance)
- vomiting and/or abnormally loose bowel actions for that child (exclude for 24 hours after last bout)
- Any obvious signs of ill health (children with asthma –obvious difficulty breathing, barking cough, rib retraction etc.).

6.1.2 Onset of illness at Crèche

- If a child becomes unwell whilst at the Crèche the parents/guardians will be called to pick the child from the crèche as soon as possible.
- If parents and/or emergency contacts cannot be contacted or cannot pick up the child every effort will be taken to care for the sick child away from the other children to reduce the risk of spread of infection.
- In the event of a child having a high temperature (37.5 degrees or higher), Panadol/Dymadon will **not** be administered - the child will be made comfortable until the parent comes or the child will be taken to the clinic.
 - The parent has signed the clause on the enrolment form giving permission for the child to be taken to the clinic in the event of the child becoming unwell at the crèche
- If a child has a temperature of 37.5 degrees or higher and also displays signs of ill health such as drowsiness, paleness, breathing difficulty, less urine than usual or any of the symptoms listed in the exclusion criteria above, the child's parent/guardian will be notified and asked to take the child home. If the parent/guardian cannot attend to collect the child, the clinic will be called. While waiting for the clinic/ambulance a Childcare Educator will take physical steps to try to reduce the child's temperature ie. Removing excess clothing, laying child in a cool place, encouraging the child to drink cool water etc.
 - In the event of an out break of a communicable disease at the Crèche, staff, families, visitors, community ,clinic and the Department of Health – Infectious Diseases will be notified in accordance with the NHMRC recommended notifiable diseases. (Refer to *Staying Healthy in Child Care, 5th Edition 2013*)

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7. GENERAL POLICY

- 7.1 Sick children will not be accepted into the crèche.
- 7.2 Details of the collection of a sick child, including the time and who will be collecting, will be mutually agreed upon during the enrolment process. Parents are expected to keep their emergency contact details up to date.
- 7.3 If your child becomes unwell during the day you will be contacted to pick them up as soon as possible. The crèche does not have staff or facilities to cope with sick children.
- 7.4 In order to help minimise the spread of illness, every effort will be made to separate an ill child from other children until their parent / guardian/emergency contact picks them up.
- 7.5 Once Childcare Educators have requested that parents/emergency contacts collect their child, it is expected that the parent will be able to organise for their child to be collected within 1 hour.
- 7.6 If the child has not been collected with 1 1/2 hours, the Crèche will contact the clinic on the days it is open.
- 7.7 Childcare Workers/Educators will record details of their observations and action regarding the child’s illness on the Observation of Unwell Children Form

8. NOTIFICATION OF INFECTIOUS DISEASES AND EXCLUSION OF AFFECTED PEOPLE

Guidelines as outlined in Staying Healthy in Child Care regarding notification and exclusion are as follows;

- Cases of infectious diseases are reported to the Crèche supervisor.
- If applicable the Crèche supervisor will notify the clinic
- Exclusion times are based on the NHMRC exclusion times for communicable diseases.
- Information on communicable diseases is displayed at each crèche site.
- The Crèche may require a medical certificate before the child can return to the Crèche. However the final decision of whether the child is ready to return to the crèche.

9. REFERENCES

<p>Acknowledgements (original author/source documents)</p>	<ul style="list-style-type: none"> ▪ National Health and Medical Research Council: http://www.nhmrc.gov.au/index.htm ▪ Department of Health and Ageing – Immunise Australia Program http://www.health.gov.au/internet/immunise/publishing.nsf/Content/home ▪ Staying Healthy in Child Care by Australian Government, Canberra: www.nhmrc.gov.au/guidelines/publications/ch4. Feb 2013 Edition
<p>Related Policies</p>	<ul style="list-style-type: none"> • FACS006 – Crèche – Immunisation Policy • FACS004 – Crèche – Administration of Medication Policy • FACS017 – Crèche – Hand Washing Policy

