

A child becomes ill at the centre	Parent/guardian informs centre their child is ill and will be absent
<p>If a centre Director (or their delegate) has a reasonable suspicion a child is unwell, they have the discretion to direct parents/guardians (or emergency contacts) to collect the child.</p> <ul style="list-style-type: none"> Isolate the child in a safe, comfortable, and supervised location. Monitor and comfort the child. If the child has a known medical condition, refer to and follow the child's Medical Management Plan. Telephone the parent/guardian and direct them to pick up their child as soon as possible. If the parent/guardian cannot be contacted, telephone the child's emergency contact/s. Record illness signs and actions taken via <u>Child Incident Record</u>. If required, call Triple 0. An educator may accompany a child in an ambulance if regulatory educator to child ratios can be maintained at the centre. Provide parent/guardian (or emergency contact) with completed <u>Child Incident Record</u> to read and sign. If requested, provide a copy to the parent/ guardian and/or ambulance officer. Advise parent/guardian that the child will not be able to return to the centre until they are well, any required exclusion*, self-isolation or quarantine period has ceased, and the child is no longer displaying symptoms. 	<p>Parent/Guardians must inform the centre, as soon as possible, if their child is ill and won't be attending. They must also inform the centre if their child is diagnosed with an infectious illness.</p> <ul style="list-style-type: none"> Parent/guardian informs centre their child is ill and will be absent from the centre. Check if the parent/guardian is/has taken the child to see a doctor. Advise parent/guardian that if a doctor diagnoses the child with an infectious illness, they must advise the centre. Advise parent/guardian that the child will not be able to return to the centre until they are well, any required exclusion*, self-isolation or quarantine period has ceased, and the child is no longer displaying symptoms.



If the parent/guardian advises the centre that the child has an infectious illness (diagnosed by a doctor), the centre must immediately inform all families and staff using a range of communication methods	
<ul style="list-style-type: none"> Ensure child and family confidentiality is maintained at all times. Display 'Child with an infectious illness at centre' poster for the required duration (infectious period) in prominent locations i.e. front gate and near sign in/out or iCheck-in. Inform all current families by sending an email via Kidsoft. Inform all current families and staff via a Storypark post. Inform all current staff via email using the centre C&K email address. Complete <u>Infectious Illness Register</u>. If required, request parent/guardian to provide a medical clearance certificate upon their child's return to the centre. <p>A child diagnosed with an infectious illness is unable to return to the centre until they are well, any required exclusion*, self-isolation or quarantine period has ceased, they are no longer displaying symptoms and/or have been given medical clearance to return.</p>	<p>Include a PDF attachment and hyperlink to relevant <u>Queensland Health Factsheet</u>.</p>



*Exclusion periods

Implement exclusion periods as per Time Out Poster. In addition, a child with a fever is excluded from the centre, for 24hrs after the fever has stopped without the administration of fever reducing medication. A child's normal temperature may vary depending on their age and time of the day. A child with a consistent temperature above 38°C has a fever.

An outbreak* of an infectious illness occurs at centre

- Notify Early Childhood Education Manager (branch centres) or Committee (affiliate centres) and the local Public Health Unit.
- Follow Public Health Unit direction. This may include distributing additional family/staff communication provided by the Public Health Unit and/or implementing additional hygiene measures.
- Continue to keep families and staff informed.
- Advise families of additional measures being implemented to minimise the spread of illness. Maintain Infectious Illness Register.
- Contact local Early Childhood Office to determine if a regulatory notification is required. If required, complete notification as per Child Incident Reporting Procedure.
- Promptly undertake a centre Hygiene Audit and address any identified gaps in practice.
- Within 7 days of outbreak onset, complete an Incident Review.

*Infectious Illness Outbreak

- 1 or more cases of a vaccine preventable illness.
- 2 or more cases of Gastroenteritis (vomiting and/or vomiting) occurring within 1-3 days.
- For all other illnesses, contact Public Health to determine if the number of cases indicates an outbreak is occurring.

Parent/Guardian responsibilities

- Follow health and hygiene posters displayed throughout centre.
- Upon and throughout enrolment, provide evidence of child's immunisation status.
- Do not bring children to the centre if they are unwell.
- Do not administer any fever reducing medication (e.g. Paracetamol or Ibuprofen) to a child prior to arrival at the centre.
- Inform centre when child is unwell and will be absent.
- Inform the centre immediately if the child is diagnosed with an infectious illness.
- When requested, collect child as soon as possible if they become ill at the centre.
- When requested, provide a medical clearance for the child to return to the centre.

Centre Director/Teacher/Educator responsibilities

- Inform parents/guardians of this procedure upon and periodically throughout a child's enrolment.
- Notify parents and staff of any infectious illness outbreaks using a range of communication methods.
- Consistently implement and refer to Staying Healthy and preventing infectious diseases in early childhood education and care services (5th Ed) recommendations.

Possible exclusion conflicts and challenges

- Centres will not be influenced by doctor's letters stating that a child can return to a centre unless the child's condition fulfils the centre's criteria for returning to the centre. (*National Health and Medical Research Council 2013*)
- Challenges may arise when negotiating with families and interpreting medical clearance certificates, where:
 - Families find exclusion difficult due to work and/or personal commitments.
 - A medical clearance certificate is considered inconsistent with a current situation.
- If a challenge is unable to be resolved at the centre level, contact the centre's Early Childhood Education Manager (branch centres) or Consultant/Committee (affiliate centres) and/or Public Health Unit for advice.

Acknowledgements and references

- National Health and Medical Research Council (2013). *Staying healthy Preventing infectious diseases in early childhood education and care services. Fifth edition*. [ONLINE] Available at: <https://nhmrc.gov.au/about-us/publications/staying-healthy-preventing-infectious-diseases-early-childhood-education-and-care-services> [Accessed December 2018].
- National Health and Medical Research Council (2013). *Information for families. Exclusion Periods explained*. <https://nhmrc.gov.au/sites/default/files/documents/reports/clinical%20guidelines/ch55b-exclusion-period-info-sheet.pdf> [Accessed December 2018].
- Queensland Health (2019) *Fever in Children*. <https://www.childrens.health.qld.gov.au/fact-sheet-fever-in-children/>