



Nature Alliance Family Day Care Service

Infectious Diseases



POLICIES IN THIS SECTION AS REQUIRED BY:

Education and Care Services National Law (WA) Act 2012: Section 3(2)(a); 167; 179;189

Education and Care Services National Regulations, 2012 – ‘Regulations’:88 (1)(2); 96 106; 109; 110; 112; 115

National Quality Standards for Early Childhood Education and Care and School Age Care (2010) Standard 1. Element 2.12; 2.1.3; 2.1.4; 2.3.1; 2.3.2

PROCEDURES:

Procedures to minimise the risk of cross infection are to be in line with the recommendations outlined in *Staying in Childcare* (5th Ed.) and Health Department of Western Australia Communicable Disease Publication (2016):

1. Hand washing
2. Exclusion Guidelines
3. Immunisation
4. Nappy changing
5. Cleaning the Family Day Care residence and approved venue
6. Dealing with spills of blood and bodily fluids
7. Animals

Hand Washing procedures are an integral part of the Family Day Care Educator’s daily routine. The Family Day Care Educator will maintain universal hygiene practices at all times.

When to wash hands

Children:

1. Prior to preparing foods.
2. Before and after meals and snacks.
3. Before and after changing nappies and toileting.
4. After handling of animals.

Family Day Care Educator:

1. Prior to preparing foods.
2. Before and after meals and snacks.
3. Before and after changing nappies.
4. Before and after administering first aid.
5. After handling of animals.
6. After coming in from outdoor play.
7. After wiping nose secretions.
8. After coming in contact with blood and bodily fluids.

Exclusion of sick children

1. Identify if the symptom or medical condition is a communicable disease and determine the exclusion period according to the communicable diseases guidelines.
2. Contact all parents or authorised emergency contacts as soon as practicable.
3. Notify the Family Day Care Service.
4. Notify the relevant regulatory authority.
5. Advise the parents and staff when they can return to the Family Day Care residence.
6. Unwell children should be excluded if they require a level of care and attention that would be detrimental to the safety and well-being of other children in care.

Immunisation

1. Immunisation status is sighted at the time of enrolment.
2. Advise the parent with a child who has not been immunised that their child may be excluded from care depending on the advice from the relevant authority.

Nappy changing

Apply nappy changing procedure in accordance with *Staying Healthy in Childcare* (5th Ed.) guidelines (p.45-47).

Use the following method to stop diseases spreading through contact with faeces

1. Wash your hands.
2. Place paper on the change table.
3. Always wear gloves when changing nappies.
4. Remove the child's nappy and put it in a 'hands-free' lidded bin.
5. Remove any clothes with urine and/or faeces on them.
6. Clean the child's bottom.
7. Remove the paper and put it in a 'hands-free' lidded bin.
8. Remove your gloves now, before you touch the child's clean clothes.
9. Remove gloves by peeling them back from your wrists, turning them inside out as you go. Do not let your skin touch the outer contaminated surface of the glove. Put the gloves in the bin.
10. Dress the child. Wash and dry the child's hands.
11. Take the child away from the change table.
12. Clean the change table with detergent and warm water, paying particular attention to the mat, at the completion of each nappy change.
13. Wash your hands.

Cleaning the Family Day Care residence and approved venue

1. All toys and equipment used by children must be kept clean and in good condition at all times.
2. Infant toys must be cleaned regularly and maintained in a hygienic manner.
3. Clean all areas and equipment used by children with detergent and warm water, then rinse and allow to dry.
4. The Family Day Care residence/approved venue used by children must be kept clear of hazards; floors must be swept and washed.
5. All furniture used in providing the education and care service must be safe, clean and in good repair.

Dealing with spills of blood and bodily fluids

Family Day Care Educators will:

1. Ensure use of hygiene and infection control precautions by all people in contact with children in the Family Day Care residence and/or venue.
2. Wash hands and skin with warm, soapy water after any contact with blood, faeces, urine, vomit or any other body fluids.
3. Wear gloves where possible to clean up spilt blood, faeces, urine, vomit or other body fluids with neutral detergent and water, and regularly wash floors, toileting, and nappy change areas, nappy change surfaces and mats, play equipment and toys.
4. Ensure all cuts, abrasions, dermatitis or open skin on their hands is covered with a water-resistant dressing, which should be changed each time it is soiled or wet.
5. Dispose of soiled nappies, clean soiled clothes, towels, washing cloths, linen, and equipment in accordance with other policies in this document.
6. Prevent any sharing of combs, brushes, toothbrushes, bottles, dummies, pacifiers, towels, facecloths and handkerchiefs.
7. Be aware the risk of contracting blood borne diseases including HIV through skin contact with blood is low, but is more likely if there are open cuts, abrasions, and open wounds that are uncovered.
8. Use gloves when applying first aid to bleeding wounds.

Practice:

1. If exposed to blood or bodily fluids (via needle stick injury; skin contact; splash into eyes, nose or mouth; or biting):
 - i) seek medical advice as soon as practical about risk of infection and post exposure treatment including HIV and hepatitis B and C treatment and testing regardless of the known or presumed infection status of source person of the blood or body fluid.
2. For needle stick or sharps injuries involving exposure of any educators or children to blood or body fluids:
 - i) wash the injured area with soap and running water;
 - ii) dry the wound and cover with a water-resistant dressing;
 - iii) dispose of the object that caused the injury, wear gloves and use forceps or tongs to pick up the object, and discard into a sealed firm container to be disposed of (preferably a yellow biohazard sharps container which are commercially available);
 - iv) additional advice can be obtained from contacting the ASC Needle Stick Injury Hotline on 1800 804 823.
3. For skin contact with blood and or bloodily fluids:
 - i) wash off with warm water and soap as soon as possible, and cover all open skin with a water-resistant dressing;
 - ii) if splashes into eyes, rinse for 5 to 10 minutes with water, or a sterile eye irrigation solution if available. If wearing contact lenses, rinse the eyes with the lenses in, remove the lenses and rinse the eyes again, and do not put the contaminated lenses back in;
 - iii) if splashes into the nose or mouth, blow your nose or spit out and rinse with water
4. For clothes, toys or other objects that have been contaminated by blood or body fluids, wear gloves and a protective apron or overalls, mop excess fluid with disposable paper towel, and wash with detergent and water.
5. To clean a blood spill on the floor:
 - i) avoid direct contact with the spill;

- ii) wear gloves and, if needed, a protective apron or overalls and eye protection and disposable mask if eye or face splashes are likely;
- iii) contain the spill as far as possible by placing absorbent paper or paper towel around the edges of the spill, mop up as much as possible with absorbent paper, discard into a sealed heavy plastic bag and dispose;
- iv) clean up the remaining spill and contaminated surface with detergent and water;
- v) dry or ventilate the area, discard all gloves and disposable materials into a sealed heavy plastic bag for disposal;
- vi) any contaminated clothing, cloths or cleaning implements should be washed in detergent and hot water. If using a washing machine, wash contaminated and non-contaminated materials separately, use the longest cycle for contaminated material, and if washing by hand, wear gloves;
- vii) for spills onto carpet or upholstered furniture, wear gloves, mop up as much excess fluid as possible with absorbent paper, clean with a detergent and water, and shampoo with an industrial carpet cleaner as soon as possible.

Recording and reporting practices:

1. Family Day Care Educators are to notify the Family Day Care Service and attend their doctor if they think that they have been exposed to blood borne diseases or to blood or body fluid from a needle stick, sharps injury, splash into the face, eyes, mouth or nose or contact with an open wound, regardless of the known or presumed infections status of the person or child who is the source of the blood or body fluid.
2. If a Family Day Care Educator believes a child has been exposed to blood borne diseases or to blood or body fluid from a needle stick, sharps injury, splash into the face, eyes, mouth or nose or contact with an open wound, regardless of the known or presumed infections status of the person or child who is the source of the blood or body fluid they are to notify the Family Day Care Service and parents and relevant authorities.
3. Family Day Care Educators must fill in an *Incident Report* (Refer to Appendix 4) form if they think that they have been exposed to blood borne diseases or to blood or body fluid from a needle stick, sharps injury, splash into the face, eyes, mouth or nose or contact with an open wound, regardless of the known or presumed infections status of the person or child who is the source of the blood or body fluid.

Animals

1. Maintain a vaccination and worming schedule as required.
2. Clean fish tanks regularly and when children are not in care.
3. Cover sand pits when not in use to prevent animals from accessing.
4. Dispose of animal faeces and litter daily and more often if necessary.
5. Clean any bird cages when children are not in care.
6. Avoid bringing in or keeping ferrets, turtles, iguanas, lizards or other reptiles, psittacine (birds of the parrot family) or any wild or dangerous animals. If the Family Day Care Educator keeps these animals or birds, they must be in an area inaccessible to the children.

Sandpit maintenance

1. All sandpits must be covered when not in use.
2. All contaminants identified within the sandpit must be removed immediately.

For Family Day Care Educator and/or family members

1. If a Family Day Care Educator or any family member were to be diagnosed with a communicable disease or condition, that person has to be isolated from the children in the Family Day Care residence;
2. The Family Day Care Educator must report any diagnosed communicable disease or condition to the family day care service;
3. The Family Day Care Service will communicate with the Health Department to verify that the Notifiable disease has been formally identified and follow the Health Department instructions.
4. The Family Day Care Service will notify the Department of Education and Care Regulatory unit with 24 hours of receiving the notification.