



Infection Control Policy

Aim

To ensure a high standard of infection control is maintained at the service in line with health standards and government guidelines, including those relevant to COVID-19 infection control. It is our priority to ensure the health and safety of each child is maintained to a high standard through appropriate hygiene practices.

Strategies

- Educators are positive role models of good health and hygiene practices for the children.
- To reinforce and teach children good health and hygiene practices through practise and the educational program.
- Educators encourage children to participate in good health and hygiene practices through group discussions and routines. E.g. washing hands after toileting, disposing of dropped food, healthy food choices, water at lunch time etc.
- To communicate regularly to parents on good health and hygiene practices
- To remain confidential on any issues which may arise.
- E mail and notices are to be sent and displayed to families

Disinfecting/Cleaning

- Equipment is to be cleaned and disinfected daily (mouthed toys), other equipment weekly. It should be soaked warm soapy water for five (5) minutes, disinfected with an appropriate and effective antibacterial spray and then hung in the sun to dry.
- Daily and weekly cleaning/disinfecting is to take place with the following and is to be recorded on the daily cleaning checklist:
 - Mouthed toys
 - Bathroom, kitchenette tap handles, toilet seats and door knobs/handles
 - Bench tops, highchairs (after each meal), cots and tables
 - Linen from beds and cots, face washers and bibs
 - Toys and equipment (other than the daily cleaning of mouthed toys)
 - Window and door sills and frames
 - Glass on windows and doors
 - Low shelves
 - Sandpits

Hand washing

- Children and educators are to wash hands at arrival & departure at the service, before handling food, prior to eating, nappy change before and after, toileting, after



playing outside, wiping noses, first aid treatment and cleaning up faeces, vomit or blood.

- Refer to the service's hand washing policy for the procedure to wash hands.

Infection Control

- Educators use both paper towelling and separate cleaning cloths to sanitise different areas:
 - Nappy and toilet areas (Paper Towel),
 - Tables, benches, kitchen (Green),
 - Art/craft, general cleaning (Blue),
 - Bathrooms and spills (Red)
- Alcohol-based rub and hand sanitiser is used at the entrance of the service by parents and children prior to entering the service.
- Antibacterial spray is used on the iPads before and after use when families sign their children in or out each day.
- Toilets and toilet areas are disinfected at least twice (2) per day and when needed. E.g. a child vomiting, toileting accidents.
- Children's equipment is disinfected weekly. Mouthed toys are removed immediately and disinfected on a daily basis.
- All small toys in Birth-2 year old room to be disinfected daily.
- Daily and weekly cleaning checklists are kept on display and filed accordingly when completed.
- Outdoor equipment is cleaned and disinfected every month.
- Tables, chairs, highchairs are disinfected after each meal.
- Floors are swept after each meal.
- Floors are mopped daily.
- Stretcher beds are disinfected after each use, cots will be disinfected between children and once (1) a week for five (5) -day (full-time) children.
- Children will not share beds or bedding.
- Beds are to be stored in such a way to allow ventilation.
- Dummies are to be labelled, to ensure correct dummies are given to babies. These are to be stored in individually labelled containers.
- Cups, plates and utensils are washed between children.
- Gloves are worn when wiping noses or hands are to be washed immediately in warm soapy water after wiping a child's nose.
- Separate washers, tissues and bibs are to be used for each and every child when wiping face nose etc.
- When children or educators are sent home with an illness or condition, an incident, injury, trauma and illness report will be completed.



- The “*Illness, Infectious Diseases and Health Complaints Register*” will also need to be completed so that educators have records of all illnesses that may be reported to the local Public Health Unit.
- Families are made aware of any outbreaks of infectious diseases and their responsibilities if their child may begin to show symptoms of the infectious disease.
- The Nominated Supervisor will make families aware of an occurrence of an infectious disease within the centre as soon as practically possible.
- The Nominated Supervisor will ensure that reasonable steps are taken to prevent the spread of the infectious disease at the service and that families are notified of this.

Ventilation while indoors

- Increase the use of outdoor spaces and educators/children spending time outdoors during the day. This reduces the risk of aerosol transmission by increasing circulation of outdoor air.
- Any group signing or other similar experiences should be planned for outdoors.
- Ventilate indoor space by keeping doors and windows open
- Regularly inspect, maintain, and clean Heating, Ventilation and Air-conditioning Devices (HVAC).
- Reduce the number of people in indoor spaces and any one time, including breaks and using a staff room during lunch.

Monitoring illness symptoms and exclusion of children and educators from the service

- Anyone (educators and children) who are sick with influenza-like symptoms, even with mild symptoms, should not attend the service and stay home if unwell. Educators will contact families to collect their child to their discretion if they feel the child is not well enough to be in attendance.
- If a child or educator becomes ill while they are at the service, they should be sent home as soon as possible. While awaiting collection by their parent, ideally, the symptomatic child should be cared for in an area that is separated from other children at the service. This is to prevent the spread of respiratory viruses.
- Enhance hygiene practices for educators, families, children and visitors. Washing hands frequently is the single most effective way to reduce the spread of germs that cause respiratory disease. Alcohol-based hand rub or hand sanitisers are also a suitable alternative to be used.

The common symptoms of COVID-19 may include:

- Fever



- Coughing
 - Sore throat
 - Loss of taste/smell
 - Diarrhoea
 - Fatigue (tiredness), and
 - Difficulty breathing or shortness of breath.
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- If any child or educator shows signs of these symptoms, they will be sent home and advised to seek advice from their GP in regards to having a PCR test performed; or follow current guidelines around close/casual contact and PCR testing or RAHT testing.

 - Should any educator, child or parent need to have a COVID-19 test performed, they will be asked not to return to the centre until their result arrives. The Director will require a copy of the result as soon as possible. If negative, the child or educator may return to the centre.

Nappy Changing

- Place paper towel on change mat.
- Always wear gloves.
- Remove child's nappy and any soiled clothes.
- Soiled nappies should be placed in a separate plastic bag, then in nappy bin.
- Clean child's bottom.
- Remove paper towel.
- Remove gloves peeling outwards from your wrists, place gloves in bin.
- Dress child.
- Wash child's hands.
- Clean the nappy change mat, with a new piece of paper towel each time.
- Wash your hands.
- Faeces that make contact with the mat should be cleaned with bleach solution. Nappy change mats should also be cleaned at the end of each day. Along with being placed in direct sunlight for at least twenty (20) minutes per day.
- Nappy bins are to be disinfected daily.
- Also refer to nappy change procedure. These are to be displayed next to each nappy change mat.
- Nappy mats that are damaged, ripped or worn are not to be used. Rather, remove such mats from use and replace.

Toileting

- Children are to have access to toilets at all times.
- Children are encouraged and taught to flush the toilets after it is used.
- Soiled clothing is to be bagged immediately for parents.



- The service will not clean soiled pants or clothing, as this heightens the possibility of spreading germs and or infection.
- Toilets should be cleaned twice (2) per day – cleaned AND disinfected as a two part process.
- The inside of toilets should be cleaned with a toilet brush and the perimeter wiped over.

Food Handling

- Foods, which require refrigeration (e.g. cheese, meat, yogurt, salad, milk etc), must be placed into the services fridge.
- Bottles are to be placed inside of fridges, not in the doors of fridges.
- Bottle contents are to be disposed of after being heated the first time or after the child has consumed all or part of it.
- Fruit is to be washed prior to cutting it up.
- Food preparation areas are used only for that purpose and are disinfected after each food preparation.
- Gloves are worn if possible when food is being served to the children; tongs are to be used to serve food at all times.
- Dropped food is to be discarded.
- Dropped utensils should be replaced or washed prior to returning to child.

Food Safety

- Highchairs and tables will be cleaned prior to meal times.
- Educators will wash hands prior to food preparation.
- Both educators and children will wash their hands prior to meal times.
- Gloves will be used for all food preparation.
- Tongs are used to serve all food.
- Sharing of food and utensils between children will be discouraged.
- Separate utensils, bibs and washers are to be used for each child.
- Parents are provided with information on health and hygiene. E.g. nutritional food ideas and choices for children, hygiene practices and dental care practices etc.
- Nutritional advice will be sent home when inappropriate food is bought into the centre.

Blood and other bodily fluids

- At least one (1) educator with a current first aid certificate is on duty at all times.
- Wear gloves and avoid direct contact.
- Cover own cuts and or abrasions prior to commencing work.



- Remove gloves, dispose in plastic bag and then place in outdoor bin.
- Wash hands thoroughly with soap and water.

Spill of blood or bodily fluid:

- Wear gloves.
- Place paper towel over spill, place in plastic bag and place in outdoor bin.

- Clean surface with warm water and bleach 1:9 ratio. Dilute only on the day.
- If contact has been made with skin, wipe area with bleach 1:10 ratio and allow for drying.
- Remove gloves and dispose in plastic bag.
- Wash hands thoroughly.

Sun Protection

- Use gloves to apply sunscreen where possible or necessary; or wash hands before and after applying.
- Educators are to encourage children three years and over to apply their own sunscreen in front of a mirror.
- Centre hats are to be washed regularly.
- Children's hats should be stored in a manner whereby they are not touching each other.

Service Periodical Cleaning

- Cupboards and storage areas are to be cleaned every six (6) months.
- Pest control system is to be in place and conducted at the service on a bi -annual basis.
- Walls are to be washed within the service annually.
- All windows and curtains are to be cleaned annually.
- Sheds are to be cleaned annually.



Relevant Legislation

National Quality Standards, Education and Care Services National Regulations and Early Years Learning Framework

National Quality Standard

Standard 2.1 – Each child's health is promoted

Element 2.1.2

Standard 2.2 – Each child is protected

Element 2.2.2

Standard 7.1 - Governance supports the operation of a quality service.

Element 7.1.2

National Regulations

Part 4.2 Children's health and safety

Division 1 – Health, safety and wellbeing of children

Regulation 77 – Health, hygiene and safe food practices

Division 2 – Incidents, injury, trauma and illness

Regulation 85 - Incident, injury, trauma and illness policies and procedures

Regulation 86 - Notification to parents of incident, injury, trauma and illness

Regulation 87 - Incident, injury, trauma and illness record

Regulation 88 – Infectious diseases

Regulation 89 – First aid kits

Policies and Procedures

Regulation 168 Education and care service must have policies and procedures.

170 Policies and procedures to be followed

171 Policies and procedures to be kept available

172 Notification of change to policies or procedures

Early Years Learning Framework

Learning Outcome 1 – Children feel safe, secure and supported

Learning Outcome 2 – Children are connected with and contribute to their world

Learning Outcome 3 – Children become strong in their social and emotional wellbeing

Learning Outcome 4 – Children are confident and involved learners

Learning Outcome 5 – Children are effective communicators

United Nations Convention On The Rights Of The Child

Article 24 - Children have the right to good quality health care, clean water, nutritious food and a clean environment so that they will stay healthy. Richer countries should help poorer countries achieve this.



Resources

- *Education and Care Services National Regulations October 2011*
- *Belonging, Being & Becoming: The Early Years Framework for Australia*
retrieved from : https://www.acecqa.gov.au/sites/default/files/2018-02/belonging_being_and_becoming_the_early_years_learning_framework_for_australia.pdf
- *National Quality Standard* retrieved from:
<https://www.acecqa.gov.au/nqf/national-quality-standard>
- *United Nations Convention On The Rights Of The Child* retrieved from:
<https://www.unicef.org.au/Upload/UNICEF/Media/Our%20work/childfriendlycr.c.pdf>
- *Staying Healthy: Preventing infectious diseases in early childhood education and care services* (5th edition), 2013.
- *NHMRC [The National Health and Medical Research Council]* retrieved from:
<https://www.nhmrc.gov.au/about-us/publications/staying-healthy-preventing-infectious-diseases-early-childhood-education-and-care-services>
- *NSW Health* retrieved from: <https://www.health.nsw.gov.au/Infectious/covid-19/Pages/childcare.aspx>
- *NSW Department of Education COVID safety in early childhood education and care services: Guidance*
- *Safe Work Australia* retrieved from:
<https://www.safeworkaustralia.gov.au/covid-19-print-pack/750/733>

Monitoring and Review

- Review the *Infection Control Policy* every 12 months.
- Provide families with opportunities to contribute to the review of this policy.