

▲ IMMUNISATION AND HEALTH RELATED EXCLUSION NSW

▲ NQS

Element 2.1.2: Effective illness and injury management and hygiene practices are promoted and implemented.

Element 2.2.2 Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.

Element 6.1.3 Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.

Education and Care Services National Regulations: 162(f)(g) (h)

Public Health Act 2010 NSW 87 (1), (2), (3)

▲ PURPOSE

To ensure all children who are enrolled in an Early Education and Care service in NSW meet the Immunisation documentation specifications as outlined by the NSW Public Health Act and Education and Care Services Regulations.

Children who do not have correct documentation will not be eligible to be enrolled.

▲ POLICY

For FROEBEL services to maintain systems that support the management of enrolment records.

▲ PROCEDURES

Parents must provide a copy of one or more of the following documents:

- an [AIR Immunisation History Statement](#) which shows that the child is up to date with their scheduled vaccinations or
- an [AIR Immunisation History Form](#) on which the immunisation provider has certified that the child is on a recognised catch-up schedule (temporary for 6 months only) or
- an [AIR Immunisation Medical Exemption Form](#) which has been certified by a GP.

Temporary exemption

The following classes of children are **temporarily exempt** from the requirements and the documentation must be provided **within 12 weeks** from the date of enrolment in the childcare facility:

- those who are subject to a guardianship order under section 79A of the Children and Young Persons (Care and Protection) Act 1998
- those who have been placed in out-of-home care.
- those who are being cared for by an adult who is not the child's parent due to exceptional circumstances such as illness or incapacity.
- those who have been evacuated following a state of emergency (for example, a declared natural disaster)
- Aboriginal or Torres Strait Islander children.
- The only unimmunised children who can be enrolled in child care are those who are on a recognised catch-up schedule (provided that the appropriate documentation has been provided),
- or those who are unimmunised due to medical reasons as described at section 2.1.4 of the *Australian Immunisation Handbook 10th ed*) (provided that the appropriate documentation has been provided), or children who are too young to be immunised (under 2 months of age).
- Children who are unimmunised for a disease may be asked to stay at home if there is an outbreak of that vaccine preventable disease in a childcare centre.

Overseas immunisation

- Overseas immunisation records will **not** be accepted.
- Should you have an overseas immunisation record, it will need to be assessed by an Australian immunisation provider who will transfer the information to the Australian Immunisation Register (AIR). Parents can then request an AIR Immunisation History Statement.

The [NSW immunisation schedule sets](#) out the age-appropriate vaccines for children and the AIR Immunisation History Statement will indicate if the child is up to date with their vaccinations.

Immunisation Register

- records the immunisation status of each child enrolled at the Service.
- contains immunisation AIR statements and relevant documentation provided by parents.

UPDATING FROEBEL WITH IMMUNISATION DETAILS

- Parents are to provide their updated AIR statements to the **centre director** when their child receives new vaccinations.
- FROEBEL will send reminder emails every six months for families to submit their updated AIR statements.

If requested, our centre will provide a copy of the record and certificates kept for a child in the Immunisation Register to:

- the parent of the child so they can enrol the child at another education and care service or
- the Approved Provider or Nominated Supervisor of another Service at which the child may enrol.

The Immunisation Register must be made available for inspection by the Medical Officer of Health of the local Public Health Unit. The Medical Officer of Health may direct that non-immunised child be excluded from the centre for the duration of the outbreak. Any such directive must be complied with by all educators, children, families, and visitors.

Immunisation Related Payments for Parents - Child Care Subsidy

Child Care Subsidy Payments apply to children who are fully immunised or have an approved exemption from immunisation. This initiative ensures parents are reminded of the importance of immunising their children at each of the milestones. For parents to receive subsidy payments without their child being fully immunised their doctor or immunisation provider needs to certify that the child:

- is on a catch-up immunisation schedule or
- has an approved exemption from the immunisation requirements are those with an approved, medical reason and have relevant documentation, the AIR Immunisation Medical Exemption form.

Information on how a child's immunisation status affects payments made to a family, and more information on exemptions is available [here](#)

Parents are responsible for payment of fees while their child is excluded under all circumstances.

Educators

Educators are encouraged to maintain their immunisation status against vaccine preventable diseases.

The centre strongly recommends that all centre educators are immunised for all preventable childhood diseases, including:

- Measles

- Mumps
- Rubella
- Meningococcal
- Chicken pox
- Pertussis (an adult booster dose is especially important for those educators caring for the youngest children who are not fully vaccinated)
- Hepatitis A, and
- Hepatitis B.

Female educators and women of child-bearing age are warned about the potential hazard of rubella and chicken pox to the unborn child and immunisation is strongly recommended.

Female educators and women of child-bearing age are also advised to seek medical advice regarding their immunity to Cytomegalovirus (CMV) which is commonly found in young children.

COVID 19

FRÖBEL strongly encourages all staff to receive a COVID-19 vaccination. Public Health Orders in relation to mandatory vaccinations are implemented as required.

Identifying symptoms of an excludable infectious illness or disease

- Educators need to be aware of symptoms which may indicate an excludable infectious illness or disease. However, children might be brought to care with symptoms or signs of illness or while in care suddenly develop an illness that has not been diagnosed by a doctor, and that might be potentially infectious or potentially life-threatening for the child.
- Symptoms may not clearly fit those listed in exclusion diseases making it difficult for educators to decide whether to accept or exclude the child from care. Many illnesses while not fitting exclusion criteria can transmit disease to other children in care, and many non-exclusion diseases can make a child too ill to participate in normal care activities.

To minimise the spread of potential infectious disease between children, other healthy children and educators and to minimise the detrimental impact on a sick child and the ability of the educators to safely supervise other children, educators should:

- Advise families to always inform you when their child has been sick at home prior to bringing their child to care so you can assess whether or not they are well enough to attend.
- Use this guide to assess whether the child is too ill to attend or needs to see a doctor, inform the family that the child cannot attend until they have recovered or have a certificate from their doctor.
- If you are having difficulty assessing whether a child is ill or not fit enough to attend

care, discuss with the family and contact the child's doctor if they consent.

- If you are unable to contact the child's doctor, contact:
 - another local doctor,
 - the local hospital or emergency department,
 - the local Public Health Unit.

Refer difficult or unresolved situations in relation to infectious diseases to the local Public Health Unit or Children's Services Advisor.

We will

- Advise families to take a child with any of the illnesses or symptoms listed in the National Health and Medical Research Council's schedule of infectious conditions or a child we believe to be acutely ill or infectious to their doctor.
- Write a report and include any actions and decisions taken regarding excluding a child from care or advising families to take their child to a doctor.
- Exclude a child and advise the family to take the child to a doctor if we consider:
 - the child has fever which has not yet been assessed by a doctor, or
 - the child has fever accompanied by abnormal behaviour or symptoms or signs that indicate a possible severe illness (such as lethargy, drowsiness, severe or prolonged coughing, wheezing, difficulty breathing, unusual irritability or crying), or
 - the child will be unable to participate in normal activities without possible detriment to their care and safety, or
 - the child will require extra supervision which may compromise the adequate supervision, care and safety of other children, or
 - the child needs to see a doctor for any reason.

Exclusion guidelines for vaccine preventable diseases

This section relates to those infectious diseases that are vaccine preventable as detailed by the Department of Health.

We will

- Identify when symptoms or a medical diagnosis fit a condition with an exclusion period.
- Refer to the [National Health and Medical Research Council's Recommended minimum exclusions periods for infectious conditions for the recommended minimum periods of exclusion](#):
- (These exclusion periods are recommended *MINIMUM* periods of exclusion based on risk of infection, but a child or educator may need to stay at home longer than the exclusion period to recover from an illness at the discretion of the Centre Director or person-in-charge.
- Recommended exclusion periods are based on the time that a person with a specific disease or condition is likely to be infectious. Recommended 'Not excluded' means there is no significant risk of transmitting infection to others).

- Produce appropriate documentation if an immunisable disease is identified.
- To minimise the spread of infectious diseases between everyone associated with our centre, we will also inform the Public Health Unit of the following conditions:
 - Diarrhoea (if several children in one group are ill)
 - Haemophilus influenzae type B (Hib)
 - Hepatitis A
 - Hepatitis B (recent illness only)
 - Measles
 - Meningococcal infection
 - Parvovirus B19 (if 2 or more cases)
 - Pertussis
 - Roseola (if two or more children in one group are ill)
 - Scarlet fever and
 - TB
- Advice will be sought in relation to the exclusion of children too young to be immunised against a particular disease.

If a child develops symptoms while at the centre, we will:

- Isolate the child from other children.
- Ensure the child is comfortable and supervised by educators.
- Contact the child's nominated parent. If this family member is unavailable, we will contact the next authorised person. We will inform you of the child's condition and ask for the authorised nominee to pick him/her up as quickly as possible.
- Inform the Managing Director.
- Ensure all bedding, towels and clothing which has been used by the child is disinfected. These items will be washed separately and if possible, aired dry in the sun.
- Ensure all toys used by the child are disinfected.
- Ensure all eating utensils used by the child are separated and sterilised.
- Provide information in home languages to the best of our ability.
- Inform all centre families of the presence of an infectious disease.
- Ensure confidentiality of any personal or health related information obtained by the educators in relation to any centre family.

If a child or educator has been unable to attend the centre because of an infectious illness the person **must** provide a doctor's certificate which specifically states, the child/educator is fit to return to the centre.

Exclusion guidelines for infectious diseases

For the recommended minimum periods of exclusion for infectious diseases please refer [Staying Healthy in Child Care publication](#):

NOTIFIABLE DISEASES

The Centre Director will notify the local Public Health Unit by telephone as soon as

possible (and within 24 hours) after they are made aware that a child enrolled at the service is suffering from the following vaccine preventable diseases:

- Diphtheria
- Mumps
- Poliomyelitis
- Haemophilus influenzae Type b (Hib)
- Meningococcal disease
- Rubella ("German measles")
- Measles
- Pertussis ("whooping cough")
- Tetanus

Information about notifiable diseases is available on the following [NSW Health websites](https://www1.health.nsw.gov.au/pds/ActivePDSDocuments/IB2013_010.pdf):
https://www1.health.nsw.gov.au/pds/ActivePDSDocuments/IB2013_010.pdf

Information about the NSW local Public Health unit directory and contact details are available on the following [NSW Health website](#):

Our nominated supervisor will comply with any direction given by the Public Health Unit in relation to the notification.

PRIVACY AND CONFIDENTIALITY

- The right for children, families and educators to be afforded a level of privacy and confidentiality in regard to their immunisation status is paramount.
- Educators, students and volunteers should be aware of the centre's commitment to maintaining and respecting privacy and confidentiality.
- Please refer to the centre's Privacy and Confidentiality Policy.

HYGIENE AND INFECTION CONTROL

FROEBEL services implement the following strategies which to minimise the spread of infection.

- promote hand washing and other hygienic practices;
- identify and exclude children and educators with symptoms of an excludable infectious illness or disease;
- maintain clean and hygienic environments; and
- encourage adult immunisation

Please refer to the centre's Hygiene and Infection Control Policy.

It is understood by educators, children, and families that there is a shared responsibility between the centre and other stakeholders that the Immunisation and Health Related Exclusion Policy and procedures are accepted as a high priority.

In meeting the centre's duty of care, it is a requirement under the Work Health & Safety Act that management and educators implement and endorse the centre's Immunisation and Health Related Exclusion Policy and procedures.

It is the policy of the centre to maintain hygienic practices and procedures in all health and safety policies (e.g. through washing hands, concepts of standard precautions and the procedures for maintaining clean and hygienic environments). Please refer to the Hygiene and Infection Control Policy.

▲ SOURCES AND FURTHER READING

- Children Education and Care Services National Law Application Act 2010
- Education and Care Services National Regulations
- [Public Health Amendment](#) (vaccination of Children Attending Child Care Facilities Act 2013 No 46
- Public Health Regulation 2012
- [NSW local Public Health unit directory](#)
- [National Health and Medical Research Council](#): "Staying Healthy: Preventing infectious diseases in early childhood education and care services (5th Edition)", June 2013
- National Health and Medical Research Council's Recommended minimum exclusions periods for infectious conditions for the recommended minimum periods of exclusion:

▲ ASSOCIATED POLICIES

- Hygiene and Infection Control Policy
- Privacy and Confidentiality Policy
- Sickness and exclusion
- Medication

▲ POLICY REVIEW

- The centre (together with educators) will review this policy every 12 months.
- The Approved Provider and Centre Director ensure that at all times all educators maintain and implement this policy and its procedures.
- Families are encouraged to collaborate with the centre to review the policy and procedures.
- **Last review:** 20.09.2023
- **Next review:** 20.09.2024