



The Hutchins School: Children's Services

CS-119: Infectious Diseases & Immunisation Policy

Key Legislation	National Quality Standard for Early Childhood Education and Care and School Age Care: Element 2.1.4: <i>Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines.</i>
Commencement Date	1/6/2013
Last Review Date	1/6/2016

1. Purpose

The purpose of this policy is to assist in the management and spread of infectious illnesses and diseases, by informing the service's decision-making processes on:

- Notifying families or emergency contacts when a symptom of an excludable infectious illness or disease has been observed;
- Notifying stakeholders when an excludable infectious illness or disease has been confirmed by a medical practitioner;
- Identifying and complying with exclusion guidelines and timeframes;
- Identifying when an illness or disease is no longer excludable or infectious; and
- Maintaining children's Immunisation Records.

2. Scope

This policy applies to The Hutchins School: Children's Services.

3. Objectives

The objective of this policy is to ensure the health, safety and wellbeing of the children in care at The Hutchins School's Children's Service. In the context of immunisation and exclusion, this protection can include:

- Notifying children, families and staff when an excludable illness or disease is present in the service;
- Keeping and maintaining up-to-date records of child and staff immunisation(s);
- Complying to relevant health department exclusion guidelines, and;
- Increasing staff and child awareness of cross-infection through physical contact with others.



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4. Definitions

The Hutchins School: Children's Services	A term used to denote The Hutchins School: Outside School Hours Care & Kindergarden (collectively).
OSHC	The Hutchins School: Outside School Hours Care
Kindergarten	The Hutchins School: Kindergarten (including Pre-Kinder)

5. Policy Information

The Hutchins School prevents the spread of illness and disease by promoting strategies that:

- Promote hand-washing and other hygienic practices;
- Identify and exclude both children and staff with symptoms of an infectious illness or disease;
- Maintain clean and hygienic environments; and
- Encourage child and adult immunisation.

The Hutchins School and its associated services recognise that the Immunisation and Exclusion Policy and procedures are of a high priority. In meeting the School's Duty of Care, it is a requirement under the Occupational Health and Safety Act that management and staff implement and endorse the service's Immunisation and Health Related Exclusion Policy.

Research has proven that the most effective method of preventing certain infections is immunisation. Immunisation protects not only the person who has been immunised, but also children who are too young to be vaccinated, or other people who have been vaccinated, but did not respond to the vaccine. The principle of immunisation is simple: it provides the body with a memory of infection, without the risk of natural infection itself. For this reason, The Hutchins School considers immunisation to be a vital part of its Duty of Care toward the school community. We encourage all parents and children to undergo immunisation through:

- Requiring parents to provide immunisation records prior to enrolment;
- Requiring the provision of immunisation records prior to the use of any Child Care; and
- Promotion of immunisation through posters and other advertising materials provided by the government's Department of Health and Safety.

Acceptable Immunisation Records are listed under the relevant Enrolment Packs. Parents are requested to provide details of their child's immunisation record by:



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- Attaching a copy of the immunisation record from the Child Health Record Book ('the Blue Book'), OR
- Attaching a copy of the immunisation record print out from local government, OR
- Completing the table provided, using the child's immunisation record to provide dates of the immunisations received. Parents who choose to use this table are required to complete a statutory declaration in order for their enrolment to be accepted.

Under the National Health and Medical Research Guidelines, any child who is not immunised can be excluded from The School during an outbreak of an infectious disease, even if that child is not exhibiting any symptoms themselves. While The Hutchins School respects the right of parents to choose not to have their child immunised, for the child's own safety, they will be excluded during such times.

There are, of course, reasons why parents may choose not to have their child immunised. The Australian Government recognises the following approved exemptions:

- The child cannot be immunised due to a medical condition;
- The parents have a personal, philosophical or religious belief that is contrary to their child being immunised;
- The child has a natural immunity to the disease; or
- A vaccine is unavailable.

While The Hutchins School accepts these reasons for non-immunisation of a child, we retain the right to implement exclusion procedures for such children in the event of an infectious disease outbreak.

It is a requirement for any families applying for Child Care that immunisation details are provided upon enrolment. Children born after January 1st 1996 are unable to claim Child Care Benefit without an up-to-date immunisation record, or if an approved exemption has not been shown. Australia introduced new legislation in 2016 ("no jab, no pay") requiring that all families ensure that their immunisations are up to date. No Child Care Benefit may be received by families that refuse to immunise their children after the 31 December 2017 cut-off date.

6. Supporting Procedures / Guidelines

Not Applicable

7. Legislative Documentation and Standards

National Quality Standard for Early Childhood Education and Care and School Aged Care, Canberra, ACT, 2009.



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Quality Area 2: Children's Health and Safety

- **Standard 2.1: Each child's health is promoted**
 - Element 2.1.1: *Each child's health needs are supported*
 - Element 2.1.3: *Effective hygiene practices are promoted and implemented*
 - Element 2.1.4: *Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines.*
- **Standard 2.3: Each Child is Protected**
 - Element 2.3.2: *Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury*

Quality Area 6: Collaborative partnerships with families and communities

- **Standard 6.2: Families are supported in their parenting role and their values and beliefs about child rearing are respected.**
 - Element 6.2.2: *Current information is available to families about community services and resources to support parenting and family wellbeing.*

Belonging, Being and Becoming: The Early Years Learning Framework, Canberra, ACT, 2009.

My Time, Our Place: The Framework for School Age Care in Australia.

Education and Care Services National Law Act 2010.

Education and Care Services National Regulations 2011: Regulation 88.

8. Referenced External Documentation

National Health and Medical Research Council. *The Australian Immunisation Handbook* (9th Edition). Canberra: 2005.

National Health and Medical Research Council. *Staying Healthy in Child Care: Preventing Infectious Disease in Child Care* (5th Edition). Canberra: 2012.

Australian Government: Department of Health.

[UPDATE: No Jab, No Pay – Immunisation Catch-Up Arrangements](#)

Accessed 1/9/2016, online.



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9. Record Keeping

This policy is to be kept for three (3) years until review, unless there is a significant legislative or organisational change requiring earlier review.

The master copy is kept on Sharepoint (Policies) and is read-only in PDF form. All printed copies are uncontrolled.

10. Policy Owner

The Hutchins School Headmaster

11. Policy Review Details

Date

Changes made under review

6/6/2013	Updated referencing ('Staying Healthy' – 5 th edition), placed policy into new (2013) template. Updated legislative referencing.
1/9/2016	Policy updated to include the "no jab, no pay" policy from the Australian Federal Government and associated immunisation requirements.