

Policy title	2.4 Immunisation, Infectious Diseases and Health-related Exclusion
Policy type	Management
Group	Family and Children

Rationale

The wellbeing of children while attending Moonee Valley City Council education and care services is of the highest priority. While the transmission of some illnesses among children is common, providing information to parents/guardians about infectious diseases, and excluding staff and children while contagious, supports a healthy learning environment.

Currently, early childhood services are required, under the *Education and Care Services National Regulations 2011* and the *Victorian Children's Services Regulations 2009*, to keep a vaccination record of all children in their care with the enrolment records. Under the *Victorian Public Health and Wellbeing Regulations 2009*, children may be excluded from a service when there is an outbreak of an infectious disease against which they are not vaccinated.

The purpose of this Policy is to manage and prevent the spread of infectious illnesses and diseases in Council's education and care services.

Policy statement

Moonee Valley City Council is committed to:

- preventing the spread of vaccine preventable diseases through simple hygiene practices
- monitoring immunisation records and promoting immunisation schedules for staff, children and parents/guardians
- informing families of the presence of any infectious diseases in either children or staff
- complying with the Victorian Department of Health and Human Services' and Council's exclusion guidelines and timeframes which mandate excluding

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

children or staff/educators/contractors with infectious diseases from attending services

Children and their families as well as service staff, students, volunteers and visitors, can display symptoms of an infectious illness or disease while in our education and care environments, and as such, Council has an equal duty of care to all persons. Services prevent the spread of illness and disease by implementing the following practices:

- promoting hand washing and other hygienic practices
- identifying and excluding from a service any children and staff with symptoms of an excludable infectious illness or disease according to Victorian Department of Health and Human Services' (DHHS) guidelines/timelines
- maintaining clean and hygienic environments
- encouraging child and adult immunisation

Immunisation is generally accepted as being one of the best ways of reducing the likelihood of children being infected by serious diseases, such as whooping cough, hepatitis and polio.

In Victoria the No Jab, No Play legislation, which came into effect on 1 January 2016, stipulates that children who are not fully vaccinated for their age at the time of enrolment will not be able to access the service unless they have an approved exemption for a medical reason. Commonwealth No Jab, No Pay legislation also stipulates that CCB and CCR payments will be conditional on children meeting immunisation requirements in Australian early childhood services.

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

Procedure	2.4 Immunisation, Infectious Diseases and Health-related Exclusion Procedure
Policy type	Management
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Action	Approved provider	Responsible Person or Primary Nominee	Educators/contractors	Families	Education and Care Services National Regulations 2011	Education and Care Services National Law Act 2010	Children's Services Regulations 2009 & Children's Services Act 1996
All persons have a duty of care to ensure a high level of hygiene and that infection control practices are adhered to. Confidentiality must be adhered to at all times (refer to Council's Information Privacy Policy).	✓	✓	✓	✓	r.77 r.103 r.106 r.109 r.110 r.112 r.123 r.155	s.165 s.167	r.35 r.78 r.50 r.53 r.78-81 r.101 .102 r.104 s.26 s.27 s.29 s.29A
A copy of the immunisation history statement is provided on enrolment, and the nominated supervisor is notified of any additional immunisations thereafter. The history should indicate exemptions due to a medical condition.	✓	✓	✓	✓	r.88 r.160 r.162	s.167	r.28 r.31 r.34 s.26
Ensure enrolment of children into early years services is restricted to those who are fully immunised or have a medical reason why they can't be immunised.	✓	✓	✓	✓	r.88 r162	s.167	s.26

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

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Advise families of legislation pertaining to childhood immunisation (No Jab No Play and CCB & CCR conditional payments — No Jab, No Pay).	✓	✓	✓	✓	r. 88	s.167	s.26
Promote the immunisation schedule to families to encourage all children to be fully immunised.		✓	✓	✓	r.88	s.167	s.26
Provide information and resources to parents/guardians to assist in the identification and management of infectious diseases.		✓	✓	✓	r.88	s.167	r.41 s.26
Staff are trained in the prevention of the spread of infectious illnesses and diseases in a service.	✓	✓	✓		r.88	s.167	s.26
In the case of parents/guardians with a child who is not fully immunised: <ul style="list-style-type: none"> when the presence of a vaccine-preventable disease has been confirmed at a service, ensure their child is kept at home until the exclusion period has ceased 		✓	✓	✓	r.88 r.123	s.167	s.26

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

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Ensure information about immunisation and infectious diseases, and recommended minimum exclusion periods are displayed and available at all services and in different languages.		✓	✓		r.88	s.167	r.41 s.26
Ensure that a minimum of one educator/contractor has a first aid certificate at the service at all times (refer to Administration of First Aid Policy).	✓	✓	✓		r.136	s.167	r.50 r.53 r.63 r.84 s.26 s.29A
Remain informed about current information and research, ensuring that any changes to the exclusion table or immunisation schedule are communicated to staff and parents/guardians.	✓	✓	✓		r.88	s.167	s.26
Read and comply with this Policy and Procedures as well as the Administration of First Aid, Administration of Medication, Hygiene and Infection Control policies and procedures at all times.	✓	✓	✓	✓	r.170-172	s.167	r.84 s.26 s.27

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When an excludable infectious illness or disease has been confirmed by a registered medical practitioner, families and staff in the affected service as well as the Victorian Department of Health and Human Services are notified.	✓	✓	✓	✓	r.85-88 r.90	s.167	s.89 s.26
<p>In the case of an excludable infectious disease diagnosed by a registered medical practitioner:</p> <ul style="list-style-type: none"> exclude the child from the service for the recommended minimum exclusion period or circumstances outlined in column 2 of Schedule 7, and additional exclusions listed in the table on page 8 of these procedures before the child returns to the service, ensure the child's parent/guardian provides a signed, dated and stamped medical certificate from a registered medical practitioner, stating that the child is clear of the infectious disease and 		✓	✓	✓	r.88 r.90	s.165 s.167	s.26 s.27

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the date the child is able to attend the education and care program.							
Notify the service as soon as possible that your child has contracted an infectious disease.		✓	✓	✓	r.88	s.167	s.26
Contact the parents/guardians of the child suspected of suffering from an infectious disease (those listed in column 1 of Schedule 7, which is located on page 11 of these procedures). Request the child be collected from the service and be seen immediately by a registered medical practitioner.	✓	✓	✓	✓	r.85-88 r.123	s.167	r.50 r.53 s.26 s.27 s.29A
If an educator/contractor has reported that a child's temperature has reached 38.0° Celsius or higher, the child has diarrhoea or has been vomiting (or has a combination of these conditions), notify the child's parents/guardians immediately and request them to collect their child from the service as soon as possible.		✓	✓		r.85-88 r.90 r.123	s.165 s.167	r.37 r.44 r.50 r.53 r.75 r.77 r.86 r.88 s.26 s.27 s.29A

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Continue to monitor the child's temperature at 15-minute intervals and place a tepid face washer on their forehead and back of the neck. If the child's condition continues to deteriorate prior to parents/guardian's arrival at the service inform the Responsible Person who will call 000 for further guidance.	✓	✓	✓	✓	r.85-88 r.90 r.123	s.165 s.167	r.44 r.50 r.53 r.86 r.88 s.26 s.27 s.29A
Be aware of symptoms that may indicate an excludable infectious illness or disease, and maintain a duty of care in accordance with this Policy and Procedures.		✓	✓		r.88	s.165 s.167	s.26 s.27 s.29A

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Definitions

Infectious diseases: Diseases that can be spread directly or indirectly from one living thing to another, such as meningitis, malaria, strep throat and influenza.

Communicable diseases: Diseases capable of being passed on from one person to another.

Contagious diseases: A Condition of the mind or body easily diffused or spread from one person to another.

Excludable infectious illness/disease: Infectious diseases listed by the Victorian Department of Health and Human Services under Schedule 7. 'Minimum period of exclusions from Primary Schools and Children's Services for infectious diseases cases and contacts' as required under the *Public Health and Wellbeing Regulations 2009*.

Responsible Person: a person with management or control of an education and care service operated by the approved Responsible Person. This person is the Service Coordinator/Responsible Person or Primary Nominee of the service who has been placed in day-to-day charge of the service in accordance with section 162 of the *Education and Care Services National Law Act 2010* and the *Education and Care Services National Regulations 2011*.

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

Additional exclusions

Conditions	Exclusion of cases	Exclusion of contacts
Gastroenteritis Symptoms include abdominal cramps, diarrhoea and vomiting	Exclude child from a children's service for at least 24 hours after the vomiting and/or diarrhoea has ceased. In accordance with Department of Health and Human Services' recommendations, if a child returns to the service and vomits or has one case of diarrhoea, the child will be sent home from the service and the 24-hour exclusion period will re-commence.	Not excluded
Rash	Exclude child if rash develops during the day. The child can return to the service when a medical clearance has been provided by a registered medical practitioner stating the date the child is able to return to the education and care service.	Not excluded
Antibiotics	Exclude child for a period of 24 hours from the start of antibiotics, to ensure the child does not have a reaction to the antibiotic and to allow for recovery.	Not excluded
Open wounds or sores	Open wounds or sores must have a waterproof bandage over them so no access can be made to it by other children or staff. If any bodily fluids are leaking from underneath the bandage, a clean bandage will be applied.	Not excluded

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

Link to Council policies

Immunisation and public health services provided by Council's Environmental Health Unit comply with government legislation and regulations aimed at minimising infection and promoting health and safety in Moonee Valley. The Environmental Health Unit is a key partner of Council's Family and Children's Services Department in the management and prevention of the spread of infectious illnesses and diseases in Council's education and care services.

This Policy and Procedures also links to Council's Occupational Health and Safety Policy.

Resources and useful websites

This Policy and Procedures are aligned to National Quality Standard.

www.acecqa.gov.au/national-quality-framework/the-national-quality-standard

Communicable Diseases Section, Public Health Group, Victorian Department of Human Services.

Department of Health — www.immunise.health.gov.au

Staying Healthy in Child Care (5th Edition) (2005), National Health and Medical Research Council, for information on hygiene, immunisation and exclusion of child with an illness. *Note: The fifth edition will have significant changes and it is important that services refer to the most up-to-date version.*

https://www.nhmrc.gov.au/_files_nhmrc/publications/attachments/ch55_staying_healthy_childcare_5th_edition_0.pdf

Victorian Department of Health and Human Services — www.health.vic.gov.au/immunisation

www.health.vic.gov.au/immunisation/factsheets/schedule-victoria.htm

The Blue Book: Guidelines for the Control of Infectious Diseases (2005).

Group	Responsible Manager	Document	Document No	Approval Date	Review Date
Family and Children's Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	17/150867	August 2017	August 2019

Schedule 7: Minimum period of exclusion from primary schools and children's services for infectious diseases cases and contacts (*Public Health and Wellbeing Regulations 2009*)

In this schedule, medical certificate means a certificate of a registered medical practitioner.

Condition	Exclusion of cases	Exclusion of contacts
Amoebiasis (<i>Entamoeba histolytica</i>)	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Campylobacter	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Chickenpox	Exclude until all blisters have dried. This is usually at least five days after the rash appears in unimmunised children, but may be less in previously immunised children.	Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded.
Conjunctivitis	Exclude until discharge from eyes has ceased.	Not excluded.
Diarrhoea	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.	Exclude family/household contacts until cleared to return by the Secretary.
Hand, Foot and Mouth disease	Exclude until all blisters have dried.	Not excluded.
Haemophilus influenzae type b (Hib)	Exclude until at least four days of appropriate antibiotic treatment has been completed.	Not excluded.
Hepatitis A	Exclude until a medical certificate of recovery is received, but not before seven days after the onset of jaundice or illness.	Not excluded.
Hepatitis B	Exclusion is not necessary.	Not excluded.
Hepatitis C	Exclusion is not necessary.	Not excluded.
Herpes ('cold sores')	Young child unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.	Not excluded.
Human immunodeficiency virus infection (HIV/AIDS)	Exclusion is not necessary.	Not excluded.
Impetigo	Exclude until appropriate treatment has commenced. Sores on exposed surfaces	Not excluded.

Group	Responsible Manager	Document	Approval Date	Review Date
Family and Children' Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	August 2015	June 2017

Condition	Exclusion of cases	Exclusion of contacts
	must be covered with a watertight dressing.	
Influenza and influenza-like illnesses	Exclude until well.	Not excluded unless considered necessary by the Secretary.
Leprosy	Exclude until approval to return has been given by the Secretary.	Not excluded.
Measles*	Exclude for at least four days after onset of rash.	Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case, or received NHIG within 144 hours of exposure, they may return to the service.
Meningitis (bacteria—other than meningococcal meningitis)	Exclude until well.	Not excluded.
Meningococcal infection*	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving carrier eradication therapy.
Mumps*	Exclude for nine days or until swelling goes down (whichever is sooner).	Not excluded.
Pertussis* (whooping cough)	Exclude the child for 21 days after the onset of cough or until they have completed five days of a course of antibiotic treatment.	Contacts aged less than seven years in the same room as the case who have not received three effective doses of pertussis vaccine should be excluded for 14 days after the last exposure to the infectious case, or until they have taken five days of a course of effective antibiotic treatment.
Poliomyelitis*	Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.	Not excluded.
Ringworm, scabies, pediculosis (head lice)	Exclude until the day after appropriate treatment has commenced.	Not excluded.
Rubella (German measles)	Exclude until fully recovered or for at least four days after the onset of rash.	Not excluded.
Salmonella, Shigella	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Severe Acute Respiratory	Exclude until medical certificate of recovery is produced.	Not excluded unless considered necessary by the Secretary.

Group	Responsible Manager	Document	Approval Date	Review Date
Family and Children' Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	August 2015	June 2017

Condition	Exclusion of cases	Exclusion of contacts
Syndrome (SARS)		
Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well.	Not excluded.
Tuberculosis	Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious.	Not excluded.
Typhoid fever (including paratyphoid fever)	Exclude until approval to return has been given by the Secretary.	Not excluded unless considered necessary by the Secretary.
Vero toxin producing <i>Escherichia coli</i> (VTEC)	Exclude if required by the Secretary and only for the period specified by the Secretary.	Not excluded.
Worms (Intestinal)	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.

Statutory Rule

A person in charge of a primary school or children's service must not allow a child to attend the primary school or children's service for the period or in the circumstances:

- (a) Specified in column 2 of the table in Schedule 7 if the person in charge has been informed that the child is infected with an infectious disease listed in column 1 of the table in Schedule 7; or
- (b) Specified in column 3 of the table in Schedule 7 if the person in charge has been informed that the child has been in contact with a person who is infected with an infectious disease listed in column 1 of the table in Schedule 7.

The person in charge of a primary school or children's service, when directed to do so by the Secretary, must ensure that a child enrolled at the primary school or children's service who is not immunised against a vaccine preventable disease (VPD) specified by the Secretary in that direction, does not attend the school or service until the Secretary directs that such attendance can be resumed.

(Note—VPDs marked in bold with an asterisk (*) require the Department of Education to be informed immediately. Contact the department on 1300 651 160 for further advice about exclusion and these diseases.)

Group	Responsible Manager	Document	Approval Date	Review Date
Family and Children' Services	Michele Leonard	2.4 Immunisation, Infectious Diseases and Health Related Exclusion Procedure	August 2015	June 2017