

## 7.22(a) Health and Hygiene Commitment Plan

<b>Policy number</b> FDC-7.22(a)		
<b>Date last reviewed:</b> Sep 2023	<b>Reviewed by:</b> Child Care Team	<b>Date of next review:</b> Sep 2025

This policy relates to	
Policies	7.8(b), Hygiene- Handwashing policy 7.9 Illness Exclusion & Infectious Diseases Policy 7.22 Cleaning and Maintaining Hygiene Policy
National Quality Standards Early Childhood Education & Care	2.1 Each child’s health and physical activity is supported and promoted 2.1.2 Effective illness and injury management and hygiene practices re promoted and implemented. 2.2 Each child is protected

### Purpose

Commitment to keeping educators, families and children safe.

### Scope of policy

### Policy statement

The health and wellbeing of you and your children is of the utmost importance to Beaucare Family Day Care and our Educators. To ensure we are doing everything we can to stop the spread of germs and infection during the Covid-19 pandemic, here are some extra steps we are taking to protect everyone entering our Family Day Care services:

Recommended practice to include:

- Educators wiping down the sign in and sign out device after each parent uses the device.
- Hand sanitiser will be available upon entry to the service, if hand sanitiser is unavailable, parents may be asked to wash their hands with soap and water upon entry and again on exiting the Educator’s home.
- In some situations where there is increased risk, families may be asked to not enter the home but sign in and out at the door. This is only to occur when there is an increase of risks identified which could include –hot spot area, parents that work in high-risk environments, increased positive cases.
- Educators will practice hand washing with children on signing in to the service, regularly throughout the day in addition to normal hand washing times, and before leaving.
- Toys and surfaces will be wiped over during the day and where it is observed necessary.
- Door handles and bathroom surfaces should be cleaned regularly.
- Children who are unwell or show signs and/or symptoms of Covid-19 will not be accepted into care.

- Educators should refrain from taking children on any excursions where social distancing (1.5m) may be challenging i.e. shopping centres, schools, indoor play centres etc.
- Excursions should only occur when they have been approved by the family, can accommodate appropriate social distancing, where hygiene can be maintained and the risk of children coming into contact with high contact surfaces is minimised.
- Where possible, Educators should utilise outdoor play spaces to minimise instances where children are in confined areas for long periods of time.
- Educators will report to the service any known or suspected diagnosis of Covid-19 within the Educators' household or other families and children accessing care.
- Parents will be advised of positive cases (not naming the child or person) in accordance with the health department advice and will follow the health department guidance.

## INTRODUCTION

On 3 April 2020, the Australian Health Protection Principal Committee (AHPPC) coronavirus (COVID-19) provided the Early Childhood Education and Care Sector with a set of high-level risk mitigation measures and recommendations. This document highlights Family Day Care commitment to adhere to these measures and how we are achieving this commitment, in partnership with, our Family Day Care educators.

While educators can practice social distancing from parents/guardians, they cannot practice social distancing with very young children. Therefore, they need to be confident about the steps being taken to reduce the risk of any infection getting into their environment.

FDC plans must meet or exceed the requirements of the National Quality Standards Quality Area 2, the relevant legislated workplace health, safety requirements, and the requirements of the federal, state and territory health authorities.

## STEP 1

Arrival and departure practices

We acknowledge that each Family Day Care service is unique, with each service using different areas of their residence as the approved learning areas. The drop off and pick up times can be a high traffic zone and needs to be closely monitored, ensuring social distancing is not compromised.

Beaucare FDC has established procedures for educators to monitor the health of children in their service. Now, during the current environment, it is more important than ever to adhere to the following practices and procedures:

1. A child must not attend care with a temperature higher than 38 degrees
2. Families must not give their child/ren any fever reducing medication prior to drop off (paracetamol or ibuprofen)
3. Unwell children will be refused access and the parent will be told to take the child home
4. The child will only be accepted upon a subsequent day, if:
  - a) Their temperature has dropped to 37.5 degrees or lower for at least 24 hours

- b) They are not displaying any of the following signs or symptoms:
- has trouble breathing
  - becomes drowsy or unresponsive
  - unexplained or persistent cough
  - seems dehydrated, refuses to drink or is weeing less often
  - complains of a stiff neck, persistent headache or light hurting their eyes
  - vomits persistently, or has frequent bouts of diarrhoea
  - suffers pain or is continuously crying
5. Families must ensure their interactions with the educators are limited to less than 15 minutes. This will help reduce the risk of any face-to-face transmission.
6. Only one family member can attend the FDC service at a time, unless a family is dropping off multiple children and requires additional assistance.
7. Families who require longer conversations regarding their child's care and education should be contacted by phone or email to ensure there is continuation of care for the child.
8. Exclusion of people from entering the FDC service who are at a high risk, including the elderly and those with pre-existing medical conditions.

## STEP 2

### Physical/Social distancing

Physical/Social distancing can be a challenge when working with young children. Here are some strategies to support physical/social distancing:

1. Consider the area of each room and do your best to create larger play spaces in your approved areas.
2. Talk to children around physical and social distancing.
3. Utilising outdoor spaces as much as possible.
4. Educators are to maintain 1.5 metres of distance between themselves and others (families/guardians); including children, where it is possible to do so, in accordance with general health advice.

## STEP 3

### Workplace precautions

Educators and parents both share responsibility for ensuring that infections are not brought into the FDC environment, to protect all children in care.

1. Educators must not work if they are sick and have a temperature above 38 degrees.
2. Families will apply hand sanitiser on arrival at the home and prior to using the sign in/out screen. If this is not available, they should wash their hands with soap and water.
3. Establish child drop off and pick up protocols that minimise the need for parents to enter the FDC residence at the same time.
4. Reduce visitors to the absolute minimum, including cancelling incursions.

5. Educators should consider spreading out furniture to increase distancing; look at the spacing of cots and highchairs, keeping them well apart.

#### **STEP 4**

Adequate cleaning

High traffic areas in the FDC service should be cleaned every day, using detergent. This includes doorknobs, handrails, light switches and iPads.

Sign in/out areas (iPads) should be wiped after each family has used them.

Toys and surfaces should be cleaned once per day. Toys that have been mouthed by a child must be cleaned before being used by another child. Having a to be washed basket out of reach is a good idea.

Ensure that bedding is not shared between children.

Bedding belonging to an unwell child must be washed immediately after the child leaves.

If the family provides the bedding, it should be sent home with the child and the family advised that it must be washed before the child returns.

#### **STEP 5**

Hygiene

Beaucare FDC have well developed hygiene practices that meet the standards of the state and territory health authorities for COVID-19. It is important, particularly in this current pandemic, that every educator pay specific attention to his or her personal health and hygiene, as outlined below.

1. Educators and children wash their hands at the following times:
  - a) On arrival and departure from the service
  - b) Before and after consuming food or drink
  - c) After playing with toys or playing outside
  - d) When hands are visibly dirty
  - e) After going to the toilet
  - f) Before preparation of food or handling of bottles
  - g) After wiping/blowing your nose or sneezing
  - h) After patting an animal
  - i) Before and after giving medication (educator only)
  - j) After removing gloves (educator only)
  
2. Gloves must be worn for the following activities:
  - a) Helping a child go to the toilet
  - b) Changing a nappy
  - c) Cleaning children's faces
  - d) Handling rubbish or carrying rubbish bags

- e) Using spray bottles with chemicals
  - f) Wiping a child's nose
  - g) After cleaning up or touching sores, faeces, a wound, blood, vomit or other bodily fluids
3. Exclusions and infection – the following people will be excluded from entering an FDC service:
- a) Anyone, including children, who have a temperature above 38 degrees
  - b) Anyone, including children, who shows signs of having any breathing difficulty for example, wheezing, gasping for air (except for those who may have known and documented respiratory conditions)
  - c) Anyone, including children, who has been outside of Australia within the last 14 days
  - d) Anyone, including children, who have returned to a state or territory where self-isolation border measures are in place. (This does not include staff or families who cross-affected interstate borders for work, school or medical purposes).
  - e) Anyone, including children, who have been in contact with a person who has a confirmed case of COVID-19.
  - f) Any person defined as vulnerable or who have care responsibilities for a vulnerable person. Vulnerable is defined as:
    - Suffering from a chronic medical condition
    - Suffering from a chronic autoimmune condition
    - Aged 70 years or older
    - High risk pregnancy

In order to comply with their duty of care, educators who fall into the vulnerable category are recommended to implement robust hygiene and infection, and control measures, to protect themselves and others around them.

For further information on specific COVID-19 clinical guidelines and procedures, please visit - <https://www.health.qld.gov.au/clinical-practice/guidelines-procedures>

Steps to follow in the event of a confirmed diagnosed of COVID-19

The following rules apply if a child or educator has been diagnosed with a confirmed case of COVID-19.

The state or territory health authority must confirm the case before action is taken and when directed:

- All parents and staff must be informed immediately.
- The educator must be closed immediately while contact tracing is completed.
- All relevant departments and regulatory bodies must be notified.
- Cleaning of the FDC environment must be completed in all registered areas, including toys and all high touch surfaces (i.e. door handles and light switches)
- The FDC service and all FDC educators must follow the advice of the relevant health department.

## References

Interim infection prevention and control guidelines for the management of COVID-19 in healthcare settings Version 1.12 - 11 May 2020 – Queensland Health.

[https://www.health.qld.gov.au/data/assets/pdf\\_file/0038/939656/gh-covid-19-Infection-control-guidelines.pdf](https://www.health.qld.gov.au/data/assets/pdf_file/0038/939656/gh-covid-19-Infection-control-guidelines.pdf)

Australian Health Protection Principal Committee (AHPPC) coronavirus (COVID-19) statement, 3 April 2020.

[https://www.health.gov.au/news/australian-health-protection-principal-committee-ahppc-coronavirus-covid-19-statement-on-3-april-2020?utm\\_source=miragenews&utm\\_medium=miragenews&utm\\_campaign=news](https://www.health.gov.au/news/australian-health-protection-principal-committee-ahppc-coronavirus-covid-19-statement-on-3-april-2020?utm_source=miragenews&utm_medium=miragenews&utm_campaign=news)

## Relevant Legislation

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011

## Key Resources

Germ Busters Early Childhood Kit and Hand Hygiene Fact Sheet (2009)

[www.health.qld.gov.au/germbusters/](http://www.health.qld.gov.au/germbusters/)

National Health and Medical Research Council: (2006) Staying Healthy in Child Care - Preventing Infectious Diseases in Child Care 5<sup>th</sup> Edition

[www.nhmrc.gov.au/](http://www.nhmrc.gov.au/)

[www.nhmrc.gov.au/guidelines/publications/ch43](http://www.nhmrc.gov.au/guidelines/publications/ch43)

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[www.nhmrc.gov.au/files\\_nhmrc/publications/attachments/ch43poster1.pdf](http://www.nhmrc.gov.au/files_nhmrc/publications/attachments/ch43poster1.pdf)

## Related Policies

[Appendix H Safe Work Practice](#)

[Appendix I Child Protection](#)

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