

## HEALTH & SAFETY - ILLNESS

### POLICY

#### Illness of Educator and/or Educator's child

Educator must notify the Coordination Unit if they or their own children are unwell. It is usually the responsibility of the Educator to notify families when they are unable to offer care due to illness.

#### Illness of FDC Child

Children who are unwell should not be in care as they cannot benefit from or participate fully in the program and their continued presence may result in potentially infectious illness spreading to other children and Educators.

Parent/guardian to notify the Educator as soon as possible if a child will be absent due to illness.

Parent/guardian to advise the Educator if the child has been unwell in the preceding days.

Any child suffering an infectious disease will not be permitted to attend Family Day Care until the infectious period has passed (*refer Schedule 7, Exclusion Table Victorian Department of Health and Mt Alexander FDC, Exclusion Infectious Diseases Policy*).

In the event of a child having been in the service and subsequently being diagnosed with an infectious illness as per the *Exclusion Infectious Diseases Policy*, the Educator will notify the parents/guardians. This can be notified by text or email as well as a note on the notice board at the educator's home.

### PROCEDURE

1. Children who are ill cannot be accepted into care. This includes a child with uncontrolled asthma.
2. If medication is required it must only be administered according to the *Health & Safety - Medication (Administering) policy*. **Medication Record** (Appendix 8) and **Accident/Injury/Illness Record** (Appendix 10) must be completed.
3. If the child becomes ill during the day, the Educator must contact the parent/guardian to request that the child be collected.
4. Normal fees are payable for booked care when a child is absent due to illness and Child Care Subsidy still applies. Families can provide a medical certificate if the child has attended a doctor so that the absence is not included in the allowable 42 days.
5. The parent/guardian will be contacted if a child has a fever of 38°C or above and all or some of the following symptoms:
  - Is drowsy or sleeps at unusual times
  - is crying due to discomfort or illness
  - is reacting badly to medication
  - needs constant one-to-one care
  - is having difficulty breathing
  - has poor circulation; pale, blue tinge around mouth, hands and feet cold or look blue
  - has no or poor appetite, drinks less than usual – especially an issue for infants
  - few wet nappies or trips to the toilet
  - rashes, especially red or purple spots
  - obvious pain; facial expressions are a good indicator in young children

6. Consideration may also be given to

- Results of clinical tests
- Medical opinion
- Educator experience
- Diseases prevalent in the service/community at the time of illness
- Advice from the Coordination Unit

Source: ACECQA National Law, Regulations and Standards 2018  
Child Care Provider Handbook V1.0 May 2018 (Commonwealth DET)  
"Staying Healthy in Childcare" 5th Edition, 2013 NHMRC

Reviewed September 2005, April 2008, July 2009, July 2012, July 2019