

COVID-19 (Coronavirus) Policy

NQS

QA2	2.1.2	Health practices and procedures Effective illness and injury management and hygiene practices are promoted and implemented.
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National Law

Section	167	Offence relating to protection of children from harm and hazards
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National Regulations

Reg	77	Health, hygiene and safe food practices
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Aim

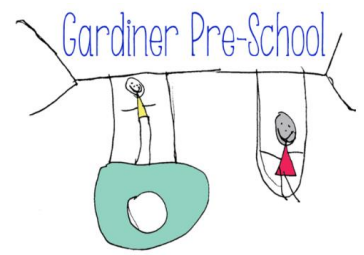
To ensure all employees and families implement appropriate risk management procedures to prevent the spread of coronavirus or reduce the potential for the illness to spread.

Related Policies and Procedures

Excursion and Service Events Policy
Fees Policy
Food Safety Policy
Hygiene Policy
Incident, Injury, Trauma and Illness Policy
Dealing with Infectious Diseases Policy
Interactions with Children Policy
Occupational, Health and Safety Policy
Gardiner Preschool COVID-19 Risk Minimisation Plan
Gardiner Preschool COVID-19 Business Response Plan

Implementation

Coronavirus (COVID-19) can cause illnesses similar to the common cold, but it can also cause more serious respiratory diseases. Symptoms such as fever, cough, sore throat, tiredness or shortness of breath while usually are respiratory illnesses, are also key symptoms of coronavirus. The threats posed by the virus mean serious steps must be taken to stop the spread of the disease.



All processes and procedures in the implementation of this policy is guided by the Department of Health and Human Services (DHHS) and Department of Education and Training (DET). As outlined in our **Dealing with Infectious Diseases, Hygiene and Food Safe Policies**, the Approved Provider, Nominated Supervisor, educators and staff implement strict hygiene and infection control procedures at all times to prevent or minimise the spread of contagious illnesses. Hygiene measures and exclusion principles outlined in these policies continue to apply, and will be informed by current guidance on coronavirus issued by relevant Commonwealth and State/Territory Governments including:

- [Federal Department of Health coronavirus health alerts](#) which are updated daily
- [State/Territory Education Departments](#) which may issue coronavirus updates directly to service providers. Latest updates and resources can also be reviewed online
- [Federal Department of Education, Skills and Employment](#). Subscribe to email updates
- [Federal Department of Health](#) coronavirus Information Sheets which include:
 1. [‘Information for schools and early childhood centres, students and their parents’](#) which covers when children and staff cannot attend, what home isolation means, what happens if children and staff become sick while in isolation, and how to help prevent spread of Coronavirus (available in Chinese and Farsi)
 2. [‘Isolation guidance’](#)
 3. [‘Home isolation guidance when unwell \(suspected or confirmed cases\)’](#)
 4. [‘Coronavirus what you need to know’](#)
 5. [‘Information on the use of surgical masks’](#)
 6. [Environmental Cleaning and Disinfection Principles for COVID-19](#)
 7. [COVID-19-Frequently Asked Questions](#)
 8. [Information on social distancing](#)
 9. [‘Information for employers’](#) which covers when staff cannot go to work, what to tell staff, cleaning precautions and how to help prevent spread of Coronavirus.

If in doubt about current coronavirus guidance, the Approved Provider or Nominated Supervisor will contact the **Federal coronavirus hotline on 1800 020 080** or their State/Territory health Department.

Information and notification requirements

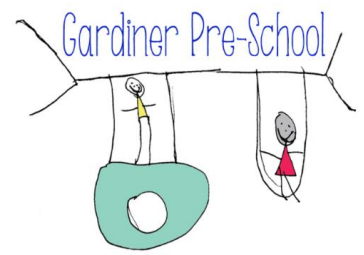
The Approved Provider or Nominated Supervisor will:

- ensure hygiene and cleanliness standards are kept to a high standard throughout the centre
- inform stakeholders of an outbreak of Covid-19, if the outbreak consists of 3 or more cases within a one week period. Staff and families will be encouraged to remain vigilant for symptoms and stay home if displaying symptoms.

What must employees and families do?

Comply with government guidance

The Approved Provider, employees and volunteers and families of Gardiner Preschool must:



- ensure they/a child/a family member stay away from the kinder for a minimum period of 3 if asymptomatic and a minimum 5 days if symptomatic.
- ensure they/a child/a family member stays at home if unwell
- **seek medical attention** if they develop a fever, cough, sore throat or shortness of breath at any time
- **Inform Gardiner Preschool** if a child tests positive to covid after being at Kinder.
- **Implement effective hygiene process**

The coronavirus is most likely to spread from person-to-person through:

- direct close contact with a person while they are infectious
- close contact with a person with a confirmed infection who coughs or sneezes
- touching objects or surfaces like door handles or tables contaminated from a cough or sneeze from a person with a confirmed infection, and then touching your mouth or face.

Employees and volunteers will ensure they continue to implement hygiene processes outlined in the Hygiene Policy and Food Policy to ensure high standards of hygiene and infection control at all times.

This includes ensuring they and where relevant children:

- wash hands frequently with soap and water including before and after eating or handling food, going to the toilet, changing a nappy, handling play dough, using gloves, and after wiping or touching nose and cleaning up spills of body fluids
- cough and sneeze into their inner elbow, or use a tissue to cover their mouth and nose and placing tissues in the bin immediately after use

The Approved Provider and Nominated Supervisor will ensure hand hygiene posters are displayed in areas which can easily be seen by families, including the front entrance, and require all employees and families to use hand sanitiser provided at service entrances.

The Approved Provider, Nominated Supervisor, children, families, volunteers and visitors will work together to keep Gardiner Pre-School a healthy environment for all.

This policy was updated: 8th March 2023