Glen Iris Child Care and Kindergarten

GI-018 – Infectious Diseases Policy

Policy Number	GI-018
Quality Area	QA2 – Children's Health and Safety
National Law	s.167
National Regulations	Regs. 88 • 90 • 91 • 168
Related NQS	QA2.1.1 • QA2.1.2 • QA2.2.1
EYLF V2.0	Principles – Partnerships • Equity, Inclusion and High Expectations
Victorian Child Safe Standards:	Standards 2, 5 & 11
Version:	1.0
Approved By:	Centre Director
Approved Date:	July 2026
Review Date:	July 2027

OUR COMMITMENT

At **Glen Iris Child Care and Kindergarten**, we are committed to protecting the health, safety and wellbeing of children, families, educators and visitors by minimising the spread of infectious diseases.

We recognise that young children are particularly vulnerable to illness due to their developing immune systems and close interactions with others. Through effective hygiene practices, prompt responses to illness, strong partnerships with families and compliance with public health requirements, we aim to provide a healthy and safe learning environment for everyone.

Our approach balances infection prevention with respectful, inclusive care that supports each child's wellbeing while minimising disruption to learning and family life.

LEGISLATIVE INTENT

This policy supports Glen Iris Child Care and Kindergarten in meeting its obligations under the **Education and Care Services National Law**, **Education and Care Services National Regulations**, and relevant Victorian public health requirements by establishing procedures to reduce the spread of infectious diseases, respond appropriately to illness and maintain a safe environment.

PURPOSE

The purpose of this policy is to:

- Reduce the risk of infectious diseases spreading within the service.
- Promote effective hygiene and infection prevention practices.
- Provide clear procedures for managing children and educators who become unwell.
- Support families through open communication regarding infectious diseases.

- Meet legislative and public health reporting requirements where applicable.
- Protect the health and wellbeing of the entire service community.

WHO THIS POLICY APPLIES TO

This policy applies to:

- Approved Providers
- Centre Director
- Nominated Supervisor
- Responsible Persons
- Educational Leader
- Educators
- Relief Educators
- Students
- Volunteers
- Children
- Families
- Contractors and Visitors

DEFINITIONS

Infectious Disease
An illness caused by bacteria, viruses, fungi or parasites that can be transmitted from one person to another through direct or indirect contact.

Exclusion
The temporary requirement for a child, educator or visitor to remain away from the service to reduce the risk of spreading an infectious disease.

Outbreak
The occurrence of two or more linked cases of the same infectious disease within the service or as determined by the relevant public health authority.

Standard Precautions
Routine infection prevention measures applied at all times, including effective hand hygiene, respiratory etiquette, cleaning, use of personal protective equipment where required and safe handling of bodily fluids.

WHY THIS POLICY MATTERS

Preventing the spread of infectious diseases is essential to protecting children's health, supporting educator wellbeing and maintaining a safe education and care environment.

Consistent hygiene practices, prompt identification of illness, effective communication with families and compliance with public health advice reduce the risk of outbreaks while supporting children's continued participation in education and care wherever it is safe to do so.

GUIDING PRINCIPLES

Glen Iris Child Care and Kindergarten is committed to:

- Promoting effective infection prevention practices every day.
- Encouraging regular hand hygiene by children and adults.
- Maintaining high standards of cleaning and sanitising.

- Supporting recommended immunisation practices.
- Managing illness promptly and respectfully.
- Working collaboratively with families and health authorities.
- Maintaining children's dignity and emotional wellbeing when they become unwell.
- Reviewing practices regularly to strengthen infection prevention.

OUR POLICY

Glen Iris Child Care and Kindergarten is committed to reducing the spread of infectious diseases through proactive hygiene practices, environmental cleanliness, educator training and strong partnerships with families.

Educators will promote regular handwashing, effective respiratory hygiene, safe food handling and appropriate cleaning and disinfecting practices throughout the day. Children who become unwell while attending the service will be cared for respectfully, supervised at all times and families will be contacted promptly to arrange collection where required.

The service will follow current Victorian public health guidance regarding exclusion periods, management of outbreaks and notification requirements. Families will be informed of confirmed infectious diseases affecting the service while maintaining the privacy and confidentiality of individuals.

We recognise that infection prevention is a shared responsibility and encourage ongoing collaboration between educators, families and the broader community to protect the health and wellbeing of everyone attending the service.

HOW WE PUT THIS POLICY INTO PRACTICE

Daily Infection Prevention Practices

Educators will implement consistent infection prevention measures throughout the day by:

- Promoting effective hand hygiene for children, educators and visitors.
- Encouraging children to cover coughs and sneezes using a tissue or their elbow.
- Safely disposing of tissues and contaminated waste immediately.
- Cleaning and disinfecting frequently touched surfaces throughout the day.
- Maintaining clean bathrooms, nappy change areas and food preparation areas.
- Using appropriate personal protective equipment (PPE) when required.
- Safely managing blood, vomit and other bodily fluids in accordance with infection control procedures.

These practices form part of everyday routines and are embedded into children's learning about health and wellbeing.

Hand Hygiene

Hand hygiene is one of the most effective ways to reduce the spread of infection.
Educators will support children and adults to wash their hands:

- On arrival at the service.
- Before preparing, serving or eating food.
- After using the toilet.
- After nappy changing or assisting a child with toileting.
- After wiping noses or coughing.
- After contact with bodily fluids.
- After outdoor play.
- After handling animals.
- Before administering medication or first aid.
- Whenever hands are visibly dirty.

Children are encouraged to develop independence with handwashing through modelling, visual prompts and educator guidance.

Cleaning and Environmental Hygiene

Glen Iris Child Care and Kindergarten will ensure:

- Toys and learning resources are cleaned regularly.
- Frequently touched surfaces are disinfected routinely.
- Bedding is stored separately and laundered appropriately.
- Nappy change areas are cleaned and disinfected after every use.
- Bathrooms and food preparation areas are maintained to a high standard of hygiene.
- Cleaning schedules are monitored and reviewed regularly.

Children Who Become Unwell

If a child becomes unwell while attending the service, educators will:

- Monitor the child's condition closely.
- Provide comfort and reassurance.
- Ensure the child remains supervised at all times.
- Reduce contact with other children where appropriate while maintaining the child's dignity.
- Contact the child's parent or authorised nominee promptly.
- Request collection where the child is unable to participate comfortably or where exclusion is required under public health guidance.

Where a child's condition deteriorates, emergency medical assistance will be sought immediately.

Exclusion from the Service

Children, educators and visitors may be excluded from attending the service when they:

- Have a diagnosed infectious disease requiring exclusion.
- Display symptoms that may place others at risk.
- Have not completed the recommended exclusion period.
- Are otherwise advised to remain away from the service by a medical practitioner or public health authority.

The service will follow current Victorian exclusion guidance and public health advice. Families are encouraged to keep children at home whenever they are unwell to support the health of the entire service community.

Outbreak Management

Where multiple cases of an infectious disease occur, the Centre Director will:

- Monitor the situation closely.
- Seek advice from the relevant public health authority where required.
- Inform families while maintaining confidentiality.
- Increase cleaning and hygiene measures.
- Review group routines and environmental practices where appropriate.
- Implement any additional public health recommendations.

Communication with Families

Educators will:

- Inform families promptly if their child becomes unwell.
- Notify families of confirmed infectious diseases affecting the service where required.

- Maintain confidentiality when communicating with the broader service community.
- Encourage families to share updates regarding diagnosed illnesses and exclusion requirements.
- Provide current health information when appropriate.

Educator Health

Educators are expected to:

- Follow infection prevention procedures.
- Practise effective hand hygiene.
- Stay home when experiencing symptoms that may place others at risk.
- Seek medical advice where appropriate.
- Participate in professional learning relating to infection prevention and control.

Immunisation

Glen Iris Child Care and Kindergarten supports the Australian National Immunisation Program and encourages families to ensure children's immunisations remain up to date. Immunisation records will be maintained in accordance with enrolment requirements and legislative obligations.

ROLES & RESPONSIBILITIES

Approved Providers

Will:

- Ensure systems support effective infection prevention and control.
- Provide adequate cleaning resources, equipment and supplies.
- Maintain compliance with legislative and public health requirements.

Centre Director

Will:

- Oversee implementation of infection prevention procedures.
- Monitor exclusion requirements and outbreak management.
- Maintain communication with families and relevant authorities where required.
- Review infection prevention practices regularly.
- Ensure educators receive appropriate professional learning.

Educational Leader

Will:

- Support educators to embed health and hygiene practices into the curriculum.
- Promote reflective practice regarding children's health and wellbeing.
- Encourage ongoing improvements to infection prevention strategies.

Educators

Will:

- Model and teach effective hygiene practices.
- Monitor children's health throughout the day.
- Respond promptly to illness.
- Maintain clean learning environments.
- Communicate respectfully with families.
- Follow exclusion procedures and infection prevention requirements.

Students, Volunteers and Relief Educators
Will:

- Follow all infection prevention procedures.
- Practise effective hand hygiene.
- Report illness promptly.
- Work under the guidance of permanent educators.
- Maintain confidentiality regarding children's health information.

GLEN IRIS IN PRACTICE

At Glen Iris Child Care and Kindergarten, infection prevention is embedded into our everyday routines rather than being viewed as a separate health practice. Handwashing, respiratory hygiene, cleaning and healthy habits are incorporated into children's daily experiences through modelling, conversations, visual prompts and consistent educator practice.

When illness occurs, educators respond with compassion and professionalism. Children are comforted, families are informed promptly and decisions regarding exclusion are guided by current public health advice. Throughout this process, we maintain each child's dignity, privacy and emotional wellbeing.

Our team regularly reviews illness trends, hygiene practices and environmental cleaning procedures to identify opportunities for improvement. By working collaboratively with families and remaining responsive to public health advice, we create a healthy learning environment that supports the wellbeing of the entire service community.

CHILDREN'S VOICE IN ACTION

Children are encouraged to take an active role in caring for their own health and the wellbeing of others. Educators involve children in everyday discussions about handwashing, covering coughs and sneezes, healthy habits and recognising when they feel unwell.

Children are supported to develop confidence in communicating their needs, asking for help and participating in routines that promote health while respecting the needs of others.

EXCEEDING PRACTICE

Glen Iris Child Care and Kindergarten goes beyond minimum hygiene requirements by embedding health promotion into everyday learning, routines and family partnerships.

Educators critically reflect on illness trends, environmental hygiene, cleaning systems and infection prevention strategies to continuously strengthen practice. Families are provided with timely information and supported to make informed decisions that protect both their child and the wider community.

This collaborative and proactive approach ensures infection prevention is understood as a shared responsibility and contributes to a culture where children's health, safety and wellbeing remain central to all decision-making.

CONTINUOUS IMPROVEMENT

Glen Iris Child Care and Kindergarten continually reviews infection prevention practices to ensure they remain current, effective and aligned with recognised best practice.
This policy will be reviewed through:

- Feedback from children, families and educators.
- Reviews of illness trends and outbreaks.
- Cleaning and hygiene audits.
- Professional learning and staff meetings.
- Critical reflection.
- Quality Improvement Plan goals.
- Updates to public health advice and legislation.

Continuous improvement ensures our infection prevention practices remain responsive, evidence-informed and focused on protecting the health and wellbeing of every child, family and educator.

RELATED LEGISLATION

Education and Care Services National Law Act 2010

- **s.167 –** Offence relating to protection of children from harm and hazards**.**

Education and Care Services National Regulations 2011

- **Reg. 88** – Infectious diseases.
- **Reg. 90** – Medical conditions policy.
- **Reg. 91** – Medical conditions policy to be provided to parents.
- **Reg. 168** – Education and care service policies and procedures**.**

National Quality Standard
Quality Area 2 – Children's Health and Safety

- **QA2.1.1 –** Wellbeing and comfort – Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
- **QA2.1.2 –** Effective illness and injury management and hygiene practices are promoted and implemented.
- **QA2.2.1 –** At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

Early Years Learning Framework (EYLF) V2.0
Principles

- Partnerships
- Equity, Inclusion and High Expectations
- Collaborative Leadership and Teamwork

Practices

- Responsiveness to Children
- Learning Environments
- Holistic, Integrated and Interconnected Approaches

Outcomes

- **Outcome 1** – Children have a strong sense of identity.
- **Outcome 3** – Children have a strong sense of wellbeing.

Victorian Child Safe Standards
This policy supports:

- **Standard 2** – Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Standard 5** – Equity is upheld and diverse needs are respected in policy and practice.
- **Standard 11** – Policies and procedures document how the organisation is safe for children and young people.

RELATED DOCUMENTS

This policy should be read in conjunction with:

- Administration of First Aid Policy
- Administration of Medication Policy
- Child Safe Environment Policy
- Incident, Injury, Trauma and Illness Policy
- Medical Conditions Policy
- Nutrition, Food and Beverages Policy
- Supervision Policy
- Workplace Health and Safety Policy

SUPPORTING DOCUMENTS

The following documents support the implementation of this policy:

- Enrolment Records and Immunisation History Statements
- Illness and Exclusion Records
- Incident, Injury, Trauma and Illness Records
- Cleaning Schedules and Checklists
- Environmental Cleaning Records
- Medical Management Plans
- Public Health Advice and Exclusion Guidelines
- Professional Learning Records
- Critical Reflection Records
- Quality Improvement Plan

EVIDENCE OF PRACTICE

Glen Iris Child Care and Kindergarten demonstrates this policy through:

- Consistent hand hygiene practices embedded into daily routines.
- Children and educators modelling appropriate respiratory hygiene.
- Daily cleaning and disinfecting schedules completed and monitored.
- Children who become unwell are supervised, comforted and collected promptly when required.
- Families notified of confirmed infectious diseases where appropriate while maintaining confidentiality.
- Current immunisation information maintained as part of enrolment records.
- Exclusion periods implemented in accordance with Victorian public health requirements.

- Educators participating in ongoing professional learning relating to infection prevention.

REFLECTION & CONTINUOUS IMPROVEMENT

Critical reflection enables Glen Iris Child Care and Kindergarten to continually strengthen infection prevention practices and protect the health of our service community.
Reflective questions include:

- Are hygiene practices consistently implemented across all rooms and routines?
- How effectively are children supported to develop healthy hygiene habits?
- Are our cleaning schedules and environmental hygiene practices meeting best practice expectations?
- How effectively do we communicate exclusion requirements and infectious disease information with families?
- Have illness trends identified any areas requiring additional prevention strategies?
- What have we learnt from outbreaks, public health advice or family feedback?
- How can we further strengthen educator knowledge and confidence in infection prevention?

Outcomes from these reflections guide policy reviews, professional learning, environmental improvements and Quality Improvement Plan priorities.

VERSION HISTORY

Version	Date Approved	Approved By	Summary of Changes
1.0	July 2026	Centre Director	Initial policy developed as part of the Glen Iris Child Care and Kindergarten Governance, Policy and Procedures Manual. Developed to align with the Education and Care Services National Law, National Regulations, National Quality Standard, EYLF V2.0 and Victorian Child Safe Standards.