

## ILLNESS MANAGEMENT PROCEDURE

Related Policy – Control of Infectious Diseases Policy [Childcare Policies / Quality Area 2]

Related Policy – Incident, Illness, Accident & Trauma Policy [Childcare Policies / Quality Area 2]

Related Policy – Sick Children Policy [Childcare Policies / Quality Area 2]

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Educators have a duty of care to manage illnesses that occur at Medowie Gumnut Preschool to ensure the safety and wellbeing of children, educators and visitors.

### If a child appears unwell at the Service, Educators will:

- Accurately document the child's symptoms on the Incident, Illness, Accident and Trauma Record
- Provide the child with some quiet activities/bed to rest
- Continue to monitor and document the child's symptoms
- If the child does not improve discuss with management and contact the family to advise of the child's symptoms

### If a child has a contagious illness, Educators will:

- Request families to call the Service to confirm if the illness is contagious
- Inform families that if their child has a contagious illness, they will require a medical clearance to return to the Service
- Be required to disinfect all toys that the children have played with during that week to minimise infection. Once this has been completed record on the Toy Cleaning Register

### Management will:

- Send out a communicate notifying families of the contagious illness at the Service
- Notify the local public health unit (PHU) within 24 hours of diagnosis
- Document the illness on the Illness & Infectious Disease Register

### Temperature

1. If a child appears unwell, take the child's temperature
2. Record the child's temperature on the Incident, Injury, Trauma, & Illness Record, including the time the temperature was taken
3. If the child does not have a temperature, continue to monitor the child and reassess the temperature every half an hour, recording the temperature each time

4. If the child has a temperature of 37.5°C or above, the Educator will need to contact the family or emergency contact person
5. Confirm if Panadol [or appropriate alternative] can be administered and advise the family member they are required to come and pick the child up from the Service immediately
6. Confirm that authorisation to administer Paracetamol has been provided by parents /carer. [This information should be collected at the time of enrolment. If not, a separate authorisation form will be required.]
7. Continue to reassess the child's temperature every 10 minutes, documenting each time the temperature has been taken.
8. Ensure the family signs the Incident, Injury, Trauma, & Illness Record and Administration of Paracetamol Record before leaving the Service; located on KinderM8.
9. Discuss with the families the 'Infectious Disease Policy' outlining exclusion period for temperatures

#### Methods to reduce a child's temperature

- Encourage the child to drink plenty of water, unless there are reasons why the child is only allowed limited fluids
- Remove excessive clothing (shoes, socks, jumpers, pants etc.) Educators will need to be mindful of cultural beliefs.
- Sponge lukewarm water on the child's forehead, back of neck and exposed areas of skin
- If requested by a parent or emergency contact person, staff may administer Paracetamol (Panadol or approved alternative) in an attempt to bring the temperature down, however, a parent or emergency contact person must still collect the child.
- Record illness on the Incident, Injury, Trauma, & Illness Record located on KinderM8

#### If a child vomits or has diarrhoea

- Move children away from the area
- Put on personal protective equipment (gloves, mask etc.)
- Clean the child using wipes
- Double bag child's contaminated clothing for families to take home and wash
- Encourage the child to wash their hands and have a small sips of water
- Remove the bulk of the vomit/diarrhoea with absorbent paper towel

- Remove any visible soiling by cleaning with disinfectant
- Remove protective equipment, place in a plastic bag and place in the bin
- Thoroughly wash hands
- Follow bathroom cleaning procedure to ensure all bathroom familiarities have been cleaned and disinfectant
- Record on the Incident, Injury, Trauma, & Illness Register located on KinderM8