



# Health and Wellbeing Procedure

## Health and Safety

This policy is created using the guidelines issued by the Ministry of Health, Healthline, Ministry of Education Licensing Criteria and with the assistance of a registered nurse.

### **Rationale:**

Parents and kaiako share the responsibility for creating a healthy centre environment, which will protect and nurture children and adults.

Exclusion of children and adults with infectious diseases from early childhood centres is necessary where there is potential for further spread of infection. Whaingaroa Childcare wishes to make its children and adults safe from infection by clearly stating under what circumstances a child should be excluded. Exclusion is at the centre's discretion.

**Objective:** That Whaingaroa Childcare has a procedure in place that limit children's and adult's exposure to infectious illnesses. Exposure is limited by excluding infected children and adults from the service until they are well enough to return.

### **Procedure:**

If parents have concerns about their child's health, they should discuss it with a teacher upon arrival at the centre.

Kaiako should be vigilant and alert to any changes in behaviour, or signs of illness, and can respond to children's needs promptly.

- After discussion, Kaiako may ask children who are suspected to be sick to be kept home from the centre.

Any child or adult suffering from any of the following symptoms will be required to leave the centre. If a parent is unavailable or unable to collect their child within 2 hours, the emergency contact person listed on the child's enrolment form will be contacted.

Children will be monitored in the isolation room (Managers office), away from others and with a known adult whilst awaiting pickup, to prevent infecting others.

- The isolation procedure will be followed including the cleaning schedule for making the isolation room hygienic.
- P.P.E will be provided and used when dealing with potentially infectious diseases.
- We will ensure we give them plenty of water to drink.
- We will keep them cool if they have a fever and warm if they are cold.

Adults will leave the premises as soon as practicable upon displaying signs and symptoms of an infectious illness.



## Reasons to exclude a child or adult from Whaingaroa Childcare:

- No child may attend centre if they have been administered paracetamol or Ibuprofen to reduce symptoms of illness within the previous 24 hours; however, painkillers for teething and for injury related pain (i.e a broken bone) are at the discretion of the centre.
  - Please advise if your child has been given pamol for teething/other reasons that morning.
- The illness prevents the child from participating comfortably in programme activities.
- The illness results in greater care needed than Whaingaroa Childcare can reasonably provide without compromising the health and safety of the other children.
- The child or adult has any of the following conditions: fever (38 degrees Celsius and over), persistent crying, difficulty breathing, persistent coughing, persistent runny nose, or other signs of possible illness or **any** symptoms associated with the Covid-19 or other pandemics (i.e., influenza etc).
- No person with **diarrhoea or vomiting** should attend Whaingaroa Childcare. Children and adults must be **symptom free for 48 hours**, be able to keep food down for those 48 hours and must have had at least one normal bowel motion before returning to Whaingaroa Childcare.
- Conjunctivitis – There must be a complete absence of discharge from the eye(s) for at least **24 hours** and **AT LEAST 48 hours after treatment has started**.
- Rash with fever or behaviour change - until a doctor has determined that the illness is not a communicable disease.
- Tuberculosis - until the persons doctor or the Public Health Service advises that the person is non-infectious.
- For some vaccine preventable diseases, there is a requirement to exclude unimmunised children and adults who have had contact with a case of the disease.
  - This applies to Measles, Diphtheria and Whooping Cough, and would be arranged on the advice of the Medical Officer of Health.
- A list of further infectious diseases information and exclusion details is listed at the conclusion of this policy. This chart is taken directly from the Ministry of Health website (last revised March 2016).
- For Covid-19, we will be guided at all times by the Ministry of Health.
- Any illness not explicitly covered on the Ministry of Health chart shall be investigated by the centre and a suitable exclusion period applied.
- Public Health Service exclusion guidelines will be followed for any conditions not listed above.
- Individual health plans will be written in consultation with parents for children who suffer from Asthma, Epilepsy, specific allergies, or other medical conditions.



- **A child or adult prescribed antibiotics for any illness should not return until at least 24 hours after treatment has started or at the centre's discretion.**

## **Documentation**

- Whaingaroa Childcare reserves the right to request a medical certificate from a health professional before allowing a child to return following illness.
- If a child becomes ill whilst at centre, we will follow the Injury, illness and incident response procedure.
- If a whaanau member (parent/sibling or otherwise) bringing a well child to the centre is unwell and there is a risk of spreading illness within the centre, they are not allowed to enter the premises. A plan can be put in place to support drop offs and pickups.
  - During a pandemic event, if members of a child's household are unwell, the child may not attend centre to prevent the spread of infection.

**Date Adopted:** February 2022

**Review Date:** February 2023

## **Links to templates/other documents**

- Preventive medicines template
- Long term herbals medicines template
- Medicines administration form
- Medicines administration policy
- Injury, illness and incident response form
- Immunisation's procedure

## **Links to licencing criteria**

PF26, PF27, HS26, HS27 HS28, HS29

## **Links to Te Whaariki**

Their health is promoted



# Infectious Diseases:







## Information & exclusion list

Exclusion from school, early childhood centre, or work\*

Time between exposure and sickness

Early Symptoms

This disease is spread by

Condition	This disease is spread by	Early Symptoms	Time between exposure and sickness	Exclusion from school, early childhood centre, or work*
<b>Rashes and skin infections</b>				
<b>Chickenpox</b> 	Coughing, sneezing and contact with weeping blisters.	Fever and spots with a blister on top of each spot.	10–21 days after being exposed	1 week from appearance of rash, or until all blisters have dried.
<b>Hand, foot and mouth disease</b>	Coughing, sneezing, and poor hand washing.	Fever, flu-like symptoms – rash on soles and palms and in the mouth.	3–5 days	Exclude until blisters have dried. If blisters are able to be covered, and child feeling well, they will not need to be excluded.
<b>Head lice (Nits)</b>	Direct contact with an infested person's hair.	Itchy scalp, especially behind ears. Occasionally scalp infections that require treatment may develop.	N/A	None, but ECC/school should be informed. Treatment recommended to kill eggs and lice.
<b>Measles</b> 	Coughing and sneezing. Direct contact with an infected person. Highly infectious.	Runny nose and eyes, cough and fever, followed a few days later by a rash.	7–18 days	5 days after the appearance of rash. Non-immune contacts of a case may be excluded.
<b>Ringworm</b>	Contact with infected skin, bedding and clothing.	Flat, ring-shaped rash.	4–6 weeks	None, but skin contact should be avoided.
<b>Rubella (German Measles)</b> 	Coughing and sneezing. Also direct contact with an infected person.	Fever, swollen neck glands and a rash on the face, scalp and body.	14–23 days	Until well and for 7 days from appearance of rash.
<b>Scabies</b>	Contact with infected skin, bedding and clothing.	Itchy rash.	4–6 weeks (but if had scabies before it may develop within 1–4 days)	Exclude until the day after appropriate treatment.
<b>School sores (Impetigo)</b> 	Direct contact with infected sores.	Blisters on the body which burst and turn into scabby sores.	Variable	Until sores have dried up or 24 hours after antibiotic treatment has started.
<b>Slapped cheek (Human parvovirus infection)</b>	Coughing and sneezing. The virus may be passed from mother to child during pregnancy.	Red cheeks and lace-like rash on body.	4–20 days	Unnecessary unless unwell.
<b>Diarrhoea &amp; Vomiting illnesses</b>				
<b>Campylobacter</b> <b>Cryptosporidium</b> <b>Giardia</b> <b>Salmonella</b> 	Undercooked food, contaminated water. Direct spread from an infected person or animal.	Stomach pain, fever, nausea, diarrhoea and/or vomiting.	Campylobacter 1–10 days Cryptosporidium 1–12 days Giardia 3–25 days Salmonella 6–72 hours	Until well and for 48 hours after the last episode of diarrhoea or vomiting. <b>Cryptosporidium</b> – do not use public pool for 2 weeks after symptoms have stopped. <b>Salmonella</b> - Discuss exclusion of cases and contacts with public health service.
<b>Hepatitis A</b> 	Contaminated food or water, direct spread from an infected person.	Nausea, stomach pains, general sickness. Jaundice a few days later.	15–50 days	7 days from the onset of jaundice.

\* Seek further advice from a healthcare professional or public health service

For further information contact:  
Your Public Health Nurse

Your Public Health Service

Vaccine-preventable and/or on National Immunisation Schedule

Notifiable disease (Doctors notify the Public Health Service)

Pregnant women should seek advice from their maternity provider or G.P.



# Childhood Diseases

## Information & exclusion list

Exclusion from school, early childhood centre, or work\*

Time between exposure and sickness

Early Symptoms

This disease is spread by

Condition

Condition	This disease is spread by	Early Symptoms	Time between exposure and sickness	Exclusion from school, early childhood centre, or work*
<b>Diarrhoea &amp; Vomiting illnesses continued</b>				
<b>Norovirus</b>	Contact with secretions from infected people.	Nausea, diarrhoea/and or vomiting.	1-2 days	Until well and for 48 hours after the last episode of diarrhoea or vomiting.
<b>Rotavirus</b>	Direct spread from infected person.	Nausea, diarrhoea/and or vomiting.	1-2 days	Until well and for 48 hours after the last episode of diarrhoea or vomiting.
<b>Shigella</b>	Contaminated food or water, contact with an infected person.	Diarrhoea (may be bloody), fever, stomach pain.	12 hours-1 week	Discuss exclusion of cases and their contacts with public health service.
<b>VTEC/STEC</b> (Verocytotoxin- or shiga toxin-producing E. coli)	Contaminated food or water, unpasteurised milk. Direct contact with animals or infected person.	High incidence of bloody diarrhoea, stomach pain. High rate of hospitalisation and complications.	2-10 days	Discuss exclusion of cases and their contacts with public health service.
<b>Respiratory Infections</b>				
<b>Influenza and Influenza-like illness (ILI)</b>	Coughing and sneezing. Direct contact with infected person.	Sudden onset of fever with cough, sore throat, muscular aches and a headache.	1-4 days (average about 2 days)	Until well.
<b>Streptococcal sore throat</b>	Contact with secretions of a sore throat. (Coughing, sneezing etc.)	Headache, vomiting, sore throat. An untreated sore throat could lead to Rheumatic fever.	1-3 days	Exclude until well and/or has received antibiotic treatment for at least 24 hours.
<b>Whooping cough (Pertussis)</b>	Coughing. Adults and older children can pass on the infection to babies.	Runny nose, persistent cough followed by "whoop", vomiting or breathlessness.	5-21 days	Five days from commencing antibiotic treatment or, if no antibiotic treatment then 21 days from onset of illness or until no more coughing, whichever comes first.
<b>Other Infections</b>				
<b>Conjunctivitis (Pink eye)</b>	Direct contact with discharge from the eyes or with items contaminated by the discharge.	Irritation and redness of eye. Sometimes there is a discharge.	2-10 days (usually 3-4 days)	While there is discharge from the eyes.
<b>Meningococcal Meningitis</b>	Close contact with oral secretions. (Coughing, sneezing, etc.)	Generally unwell, fever, headache, vomiting, sometimes a rash. <b>Urgent treatment is required.</b>	3-7 days	Until well enough to return.
<b>Meningitis - Viral</b>	Spread through different routes including coughing, sneezing, faecal-oral route.	Generally unwell, fever, headache, vomiting.	Variable	Until well.
<b>Mumps</b>	Coughing, sneezing and infected saliva.	Pain in jaw, then swelling in front of ear and fever.	12-25 days	Exclude until 5 days after facial swelling develops, or until well.

\* Seek further advice from a health care professional or public health service

For further information contact: Your Public Health Nurse

Your Public Health Nurse

Your Public Health Service



Vaccine-preventable and/or on National Immunisation Schedule

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New Zealand Government



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