



## PANDEMIC AND INFECTIOUS DISEASES POLICY

### Rationale

- To ensure tamariki do not come into contact with any person (adult or taitamaiti) at the centre who is suffering from a disease or condition likely to be passed on to the taitamaiti and likely to have a detrimental effect on them (HS26)
- To ensure children who become unwell while attending the service are kept at a safe distance from other children and returned to the care of a parent or other person authorized to collect the child **without delay (HS26)**
- To ensure a healthy and safe environment for all Taitamaiti, whanau and Kaiako

### Procedures

- If taitamaiti is unwell and not actively participating in the programme, the key Kaiako will consult with the Centre Manager and the parents will be contacted to let them know their taitamaiti is not feeling well and to see if they would like to collect them earlier from Pebbles.
- If taitamaiti has a temperature of **over 38 degrees**, the kaiako will consult with the Centre Manager and will call the parents to inform them of the temperature and request the parents collect their child from Pebbles as soon as possible.
- Kaiako will take off taitamaiti's clothes, use cold cloths and then re-test the temperature in half hour before any decisions are made to call the parents.
- If taitamaiti has a suspected infectious disease, Kaiako will inform the Centre Manager who will contact parents and ask that they collect their taitamaiti asap ("without delay") requesting that the child be taken to the doctors before they return to Pebbles. Taitamaiti will be isolated in the learning environment until parent arrives.
- Tamariki and kaiako will be asked to stay away from the centre for the time outlined in the Infectious Diseases Schedule, 48 hours for all tamariki who have vomited/diarrhea and at least 24 hours for all kaiako, to be discussed with the Centre Manager
- If the Centre Manager are unable to determine whether taitamaiti or kaiako member be excluded from Pebbles, they can request that the parent/kaiako seeks the advice of their doctor or contact Community and Public Health for advice 03 364 1777
- All illnesses, for both kaiako and taitamaiti, are recorded on the Illness, Incident and Injury Record and filed in the Health and Safety Folder. Parents will sign the record when they collect their taitamaiti
- The Centre Manager will ensure that the immunization records are kept up to date and will sight all immunization certificates before recording on DISCOVER.
- The Centre Manager will ensure the cleaning and sanitation of the centre has been carried out every day, week and term, as per our schedule, and will liaise with the cleaners re any concerns
- If there is a break out of a pandemic, sickness/diahorrea the Kaiako will ensure extra cleaning of all the surfaces and especially the toilet/bathroom has been carried out with a different disinfectant cleaner- chlorine based solution

- All toys will be disinfected and cleaned to prevent further infection and all dress ups will be washed accordingly and as per our Cleaning Schedule
- During any pandemic period, we will not have playdough or shared food/fruit bowl.
- Kaiako and tamariki will wash and dry hands more regularly and thoroughly throughout the day to reduce risks of illness – see Sick and Soiled Wash Down Policy
- If there has been an outbreak of sickness or illness, the Centre Manager will notify parents on the daily whiteboard and Kaiako will remind parents about our Sickness Policy (48 hours for all Taitamaiti who have vomited or had diarrhea)
- Parents will be informed about any confirmed cases of notifiable/pandemic diseases by the Centre Manager via the daily whiteboard, Educa and/or DISCOVER

**Minimise** the risk of possible infection:

- Good hygiene is the first line of defence. Review hygiene procedures and communicate these to the tamariki, kaiako and parents. All tamariki should wash hands throughout the day and always before eating and going to the toilet, hands should be kept away from mouths/noses and mouths should be covered when coughing or sneezing
- If tamariki or kaiako are unwell, encourage them to stay away from others and to stay at home
- All kaiako to be familiar with the Sick and Soiled Wash Down Policy to maintain clean and hygienic cleaning standards throughout the centre
- All tamariki who have a particular medical condition or who are susceptible to infection to avoid contact with people who have symptoms

If kaiako or tamariki are displaying symptoms

- Send home the taitamaiti or kaiako member with the symptoms
- Isolate the taitamaiti or kaiako member until they go home
- Severe sudden symptoms will be treated as per any medical emergency
- Tamariki attending other settings where there have been confirmed reports of a pandemic may be asked not to attend
- Tamariki and kaiako who have recovered should be able to return once they are symptom free and as informed by Public Health

Pebbles closure

- Whilst the Local Authority does not have the power to tell preschools to close, it may advise them to close based on government recommendation. Pebbles will maintain its professional mandate to safeguard the welfare of tamariki and will advise if closed. Pebbles may also take the decision to close the preschool based upon kaiako absence or to prevent the spread of infection.
- Refer to our Centre Closure Policy

Communicating Information to kaiako and parents

- In the event of closures phone messages, email and website messages will be used to send out updates to parents and kaiako. Families will be asked to contact the preschool by telephone if this is necessary.
- It is assumed at this stage that the Local Authority will also make use of local radio stations as used during school “snow closures”

## **Pandemic Outbreak**

If taitamaiti becomes ill with symptoms suggestive of Pandemic influenza while at Pebbles, the following precautions will be taken:

- A member of kaiako will be nominated to look after the taitamaiti in an area of the learning environment that can be isolated from the other tamariki
- The number of kaiako who have close contact with the sick taitamaiti will be kept to a minimum.
- When holding small tamariki who are sick, their chin will be placed away from the carer's face.
- When the taitamaiti has gone home, the area of the learning environment used for isolation will be thoroughly cleaned before next use.
- Kaiako looking after affected tamariki will not work with asymptomatic tamariki at the same time.
- Kaiako at risk of complications if infected will avoid caring for symptomatic tamariki
- Kaiako will clean their hands thoroughly with soap and water before and after any contact with symptomatic tamariki or kaiako and their environment.
- Kaiako and tamariki will be encouraged to avoid touching their eyes, nose and mouth

## **DAY TO DAY RUNNING**

- During a pandemic (flu) outbreak, visits from other agencies, prospective parents, and people who do not have tamariki at the setting will be suspended.
- If at any time the balance of qualified and unqualified kaiako cannot be maintained or adult taitamaiti ratios are compromised then the centre will close until kaiako ratios reach Ministry of Education requirements.
- The use of volunteers will be used in order to maintain a ratios. If volunteers are used then they will be subject to all current VCA requirements and Pebbles guidance for the use of volunteers.

## **Recovery plan:**

- We will only re-open on the advice and governance of the Ministry of Health.
- We will only re-open when we have the capacity of staff to resume normal Centre operations
- There will be an initial debrief of the pandemic event for staff and families
- Prior to re-opening we will ensure the Centre has been thoroughly cleaned and disinfected, in accordance with guidelines from Public Health
- We will continue to support and monitor the wellbeing of staff and children
- We will restock our consumable supplies (cleaning, hygiene, PPE - personal protection equipment) and restock our emergency supplies kit as required
- We will review our pandemic plan and procedures.

For more information on Pandemic Outbreaks:

- The Department of Labour – [www.dol.govt.nz](http://www.dol.govt.nz)
- Ministry of Economic Development – [www.med.govt.nz](http://www.med.govt.nz)
- Ministry of Health – [www.moh.govt.nz](http://www.moh.govt.nz) (0800 3585453 or 03 364 1777)
- Ministry of Education – [www.minedu.govt.nz](http://www.minedu.govt.nz) (0800225 580)
- [www.fightflu.co.nz](http://www.fightflu.co.nz) (0800 46686)

