

COVID-19 Infection Prevention and Control Policy

TheirCare have put in place a number of Infection Prevention & Control practices to limit the spread of COVID-19 (Coronavirus) inline with directives and advice from the Department of Health, Regulatory Authority and school processes to keep educators and families safe.

In addition to the guidelines issued by government agencies and existing policies and procedures from the TheirCare Operations Policy Manual, the following additional measures will be implemented by all employees and will be monitored by the Area Operations Manager.

Temperature Checks:

- Each child will have their temperature measured upon arrival to Before School Care or a Pupil Free Day session using a non-contact thermometer.
- The temperature will be recorded on a duplicate copy of the daily roll sheet and will be filed at the service with the roll and head count forms.
- Staff will wear gloves while taking measuring the child's temperature
- In the event that the child's temperature is recorded at or above 37.5 degrees Celsius, entry to the service will be refused and the family will be encouraged to seek advice from the Coronavirus Hotline, their healthcare professional and will be provided with information about their closest testing facility.
- Temperature checks will not need to be completed for After School Care as the school will be measuring temperatures of each child and unwell children will be sent home.
- Should the child have a confirmed diagnosis of another communicable disease or illness and have received a negative COVID-19 test, then the exclusion periods identified on the infectious diseases table will be applicable. Refer to the [Management of children's injuries/accidents/incidents/trauma/ illnesses policy](#).
- Children who develop symptoms during their time at the service will be sent home in line with the [Management of children's injuries/accidents/incidents/trauma/ illnesses policy](#).

Regular Cleaning of Surfaces:

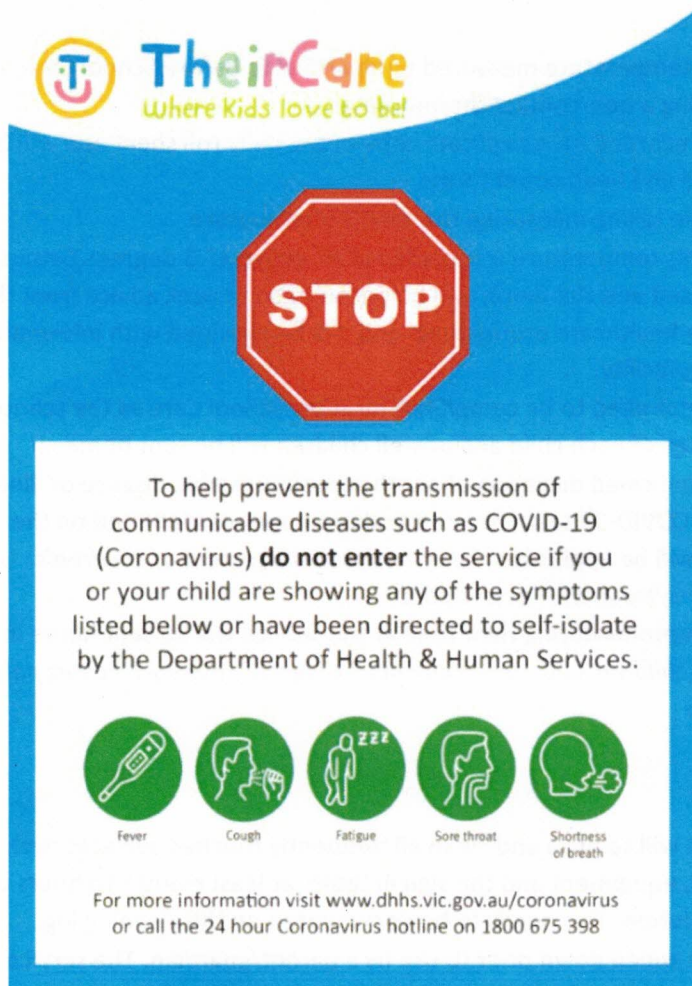
- Coordinators & Educators will sanitise and clean all frequently touched surfaces such as bench tops, door handles, equipment and the sign in tablet at least every two hours using a cleaning and sanitizing solution. This needs to be documented on the cleaning log.
- The service tablet is to be wiped down prior to use by a parent/guardian. The service will have wipe or a cleaning solution available on the sign in desk along with hand sanitiser.
- Services will follow the school's processes in relation to accessing playground equipment.

Regular Handwashing:

- Children and staff members must wash their hands using soap and running water upon arrival to the service, before and after eating and every 30 minutes.
- Hand sanitiser with a minimum alcohol content of 60% will be available for use by staff, children and family members.

Entry to the Service:

- The sign below will be displayed in colour at the nominated entry to the service advising families that if they have symptoms of COVID-19 or have been instructed to isolate must not enter the service.



- The sign in desk will be re-positioned to be as close to the entrance to the service as possible. Parents/guardians should not go past the desk and a distance of 1.5m must be kept between all adults.
- A limit of one adult may enter the service at a time to sign their child in/out.
- External visitors will be limited to essential and approved visits as outlined in the National Laws and Regulations and directives from the regulatory authority.

Signage:

- The sign below needs to be displayed in colour at the sign in area to inform families what we are doing to keep everyone safe.



- The sign below needs to be displayed at all hand washing locations such as the kitchen and toilets to inform children and staff members the best practice for washing hands.



Social Distancing:

- A distance of 1.5 meters must be kept between adults at all times.
- Social distancing will be encouraged for children by modifying the layout of the room, adapting the rules of games, limiting sharing of resources and through the use of multiple spaces where practical.

Additional Training:

- Educators and Coordinators are encouraged to complete Australian Government Department of Health COVID-19 Infection Control Training by going to covid-19training.gov.au. Upon completion of the course a certificate will be issued which needs to be uploaded to the TheirCare Employee Compliance Portal.
- Coordinators will complete Back to School Training which will cover the details outlined in this policy. This was delivered during Term 2 for most services and mentioned as part of the induction process.
- Area Managers will provide additional information and training to staff during daily calls, emails and visits to services.