

## ECECP Procedure 7.1

### Reporting Infectious Diseases

Controlled Document

<b>Version:</b>	1.0	<b>Date of approval:</b>	January 2026	<b>Date of next review:</b>	January 2029
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<b>Policy attached to this procedure</b>	Dealing with Infectious Diseases Policy
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According to Regulation 88- Education and Care Services National Regulations - the Approved Provider of the Service must ensure that all reasonable steps are taken to prevent the spread of the infectious disease at the Service. Parents and guardians of each child being educated and cared by the Service must be notified of the occurrence as soon as practicable. Advice about notifying families about infectious diseases, symptoms and exclusion periods can be obtained through local public health units.

Working in conjunction with the *Dealing with Infectious Diseases Policy*, this procedure outlines the detailed steps for reporting of infectious diseases when a child becomes ill while being educated and cared for at the Service.

*Education and Care Services National Law or Regulations (R. 85, 86, 87, 88, 189, 174(2)(a) and 176(2)(a)) NQS QA 2: Element 2.1.1, 2.1.2 and 7.1.2 Health and Governance practices and procedures.*

#### REPORTING INFECTIOUS DISEASES

Within all states and territories, management must ensure they have a current and up to date illness and infectious disease register. Each jurisdiction has guidelines regarding immediate notification to the Public Health Unit when they are aware of certain infectious diseases.

- 1** The Approved Provider, Nominated Supervisor and educators will review and update the *Dealing with Infectious Diseases Policy* regularly
- 2** The Director/ Nominated Supervisor will ensure the Service has a current and up to date copy of the *Illness and Infectious Disease Register* during an outbreak of a reportable illness or disease
- 3** The Director/ Nominated Supervisor will inform all educators, staff, families and visitors in the service there is an infectious disease outbreak
- 4** The Director/ Nominated Supervisor and educators will implement the steps listed in *Dealing with Infectious Diseases Policy* to control the outbreak. Including
  - effective hand-washing hygiene

	<ul style="list-style-type: none"> <li>• respiratory hygiene - cough and sneeze etiquette</li> <li>• appropriate use of gloves and other PPE</li> <li>• exclusion of children, educators or staff when they are unwell or displaying symptoms of an infectious disease or virus</li> <li>• effective environmental cleaning including toys and resources (including bedding)</li> <li>• encouraging use of the outdoor environment</li> <li>• requesting parents and visitors to wash their hands with soap and water or hand sanitizer upon arrival and departure at the Service</li> <li>• ensuring adequate ventilation</li> <li>• encouraging children, educators or staff to seek medical attention if they show symptoms of an infectious disease or virus, including COVID-19.</li> </ul>
<b>5</b>	The Director/ Nominated Supervisor will notify the local public health unit (PHU) within 24 hours of diagnosis or as soon as the Service has been made aware of the any vaccine preventable diseases specific to your state/territory
<b>6</b>	Management should seek advice from the public health unit and provide specified information when they suspect an infectious disease outbreak is affecting the Service, such as outbreaks of a gastrointestinal or respiratory illness.
<b>7</b>	The Directors/ Nominated Supervisor and educators will follow directions from PHU relating to the provision of information to parents and/or the exclusion of children
<b>8</b>	The Director/ Nominated Supervisor will continue to update the <i>Illness &amp; Infectious Disease Register</i> as directed by the PHU
<b>9</b>	The approved provider must also notify the regulatory authority of any incidence of a notifiable infectious disease or illness.

For further information on childhood infectious diseases, please refer to: [Staying Healthy- Preventing infectious diseases in early childhood education and care services](#) (6<sup>th</sup> Edition) Australian Government- National Health and Medical Research Council.

## NEW SOUTH WALES

**Notify the local public health unit (PHU) NSW within 24 hours of diagnosis by phoning 1300 066 055 or as soon as the Service has been made aware of one of the following vaccine preventable diseases:**

- Diphtheria
- Gastroenteritis (if 2 or more people are affected and you suspect an outbreak)
- Mumps
- Poliomyelitis
- Haemophilus influenzae Type b (Hib)
- Meningococcal disease
- Rubella ("German measles")
- Measles
- Pertussis ("whooping cough")
- Tetanus