



Our Lady of the Way Primary School

17 Troy Street, Emu Plains NSW 2750

Phone: (02) 4777 7200

Email: [OLOW@parra.catholic.edu.au](mailto:OLOW@parra.catholic.edu.au)

Web: <http://www.olowemuplains.catholic.edu.au>



# INFECTIOUS DISEASES PROCEDURES

## 1.0 Rationale

At *Our Lady of the Way School*, we believe that:

- Infectious diseases can spread rapidly with the classroom and wider school community. Although many diseases pose minimal risk to healthy individuals, some may have adverse and long-term effects on health if undetected or untreated. Some individuals may also have susceptibility to, or risk associated with certain diseases, for example, children with suppressed immunity, students not immunised and pregnant women.
- Our school has a duty of care to provide and maintain a healthy and safe environment for all staff, students and others working at or visiting the school and to minimise the risk of anyone in the school community contracting and infectious disease.

## 2.0 Immunisation Records & Enrolment

- 2.1 Prioritisation of enrolments as outlined in the CEDP enrolment policy and procedures are applied regardless of a child's immunisation status.
- 2.2 Children being enrolled at *Our Lady of the Way School* must provide an immunisation certificate. This certificate must be kept in safe custody at the school and be produced on request by a health official.
- 2.3 Children without immunisation certificates are classed 'at risk' under the Public Health Act. These children may be asked to stay at home by the principal or delegate during an outbreak of a vaccine preventable disease.
- 2.4 The exclusion of infectious children or staff is a major method of preventing the spread of infection in a school. NSW Health requires a person with certain infectious diseases to be excluded from school. The minimum period of absence varies according to the sickness, and onset of the symptoms.

## 3.0 Procedures - Outbreaks of Infectious Diseases

- 3.1 The Principal or delegate will notify the local Public Health Unit as soon as possible after they are made aware that a child enrolled at the school is suffering from one of the following vaccine-preventable diseases:
  1. Diphtheria
  2. Mumps
  3. Poliomyelitis
  4. Haemophilus Influenza Type B (Hib)
  5. Meningococcal disease
  6. Rubella (German Measles)
  7. Measles
  8. Pertussis (Whooping Cough)

## 9. Tetanus

- 3.2 Parents of children, who are not vaccinated, are notified and may be excluded from school for their own protection, if class members or staff are diagnosed with either vaccine preventable or highly infectious diseases. The Principal or delegate must consult the Public Health Unit for advice on this matter.
- 3.3 The Principal or delegate will notify the school community of the outbreak of any highly infectious diseases (see appendix 1) or those diseases which have particularly adverse effects on highly susceptible individuals.
- 3.4 Where there is an outbreak of any highly infectious or vaccine preventable disease and a staff member is pregnant, or is not vaccinated against a vaccine preventable disease and the staff member presents a medical certificate stating they are 'at risk', a risk assessment is conducted around the appropriate course of action in consultation with CEDP.
- 3.5 In case of an outbreak of either vaccine preventable or highly infectious diseases, *Our Lady of the Way School* will:
- If applicable, provide a factsheet for all families in the affected class.
  - Inform and distribute the information to all staff members on the same day as notification.
  - Notify all parents of the outbreak via the next weekly newsletter or send home a notice outlining the outbreak.
- 3.6 Parent/Carers are required to:
- Inform the school immediately if their child is diagnosed with any of the disease listed in Appendix A, or have had contact with an infected person.
  - Comply with any recommended periods of exclusion as determined by the Principal or delegate in consultation with Public Health Unit.
  - Provide a current immunisation certificate as to the immunisation history of the child if possible.
- 3.7 Staff are required to:
- Inform the Principal or delegate immediately if a notified by a parent/Carer that a child has been diagnosed with any disease listed in appendix A.
  - Inform the Principal or delegate immediately if the staff member is diagnosed with a disease listed in Appendix A.
  - Distribute any notification information provided by the school, on the same day as received.

### 4.0 Related Documents

CEDP Enrolment Policy and Procedures  
Appendix A Department of Health – Infectious Diseases Factsheet  
NSW Health Infectious Disease Factsheets  
*Our Lady of the Way School* Enrolment Policy and Procedures  
*Our Lady of the Way School* Parent Handbook  
*Our Lady of the Way School* Staff Handbook

### 5.0 Evaluation

The Principal, with delegated responsibility to the Leadership Team, will be responsible for the planning, implementation and review of this policy.

## Appendix A: List of infectious diseases for notification

### Vaccine preventable diseases

Principals must notify their local **Public Health Unit** by phone as soon as possible after they are made aware that a child enrolled at the school or facility is suffering from one of the following:

- Diphtheria
- Mumps
- Poliomyelitis
- Haemophilus influenzae Type b (Hib)
- Meningococcal disease
- Rubella ("German measles")
- Measles
- Pertussis ("whooping cough")
- Tetanus

### Infectious diseases of childhood:

Children are at increased risk of some infectious diseases because they have not yet developed immunity to them, they tend to gather in groups, and they may have difficulty with some aspects of hygiene.

Principals should notify their school community of outbreaks of infectious diseases of childhood, which may pose a particular risk for highly susceptible individuals. A sample letter for measles is included in the subsequent appendices, which may be amended for a particular illness.

A summary factsheet of childhood infectious diseases can be downloaded through NSW Health, as well as specific factsheets for those diseases linked below:

- Chicken Pox
- Conjunctivitis
- Gastroenteritis
- German Measles (Rubella)
- Glandular Fever
- Hand, Foot and Mouth Disease
- Head Lice
- Hepatitis A
- Impetigo (school sores)
- Influenza
- Measles
- Meningococcal Disease
- Molluscum Contagiosum
- Mumps
- Ringworm
- Scabies
- Scarlet Fever
- Slapped Cheek
- Whooping Cough

*A comprehensive list of factsheets for infectious diseases can be found at NSW Health.*

[Infectious Diseases Procedures – September 2016] Licenced under NEALS -

**Document number**  
104900

**Implementation date**  
5 September 2016

**Service area**  
People and Culture

**Location**  
Public

**Head policy**  
Workplace Health and Safety



Catholic Education  
Diocese of Parramatta