



<b>ARMIDALE OUT OF SCHOOL HOURS CARE</b> <i>Covid-19 Procedure</i>	
<b>Related Documentation: Policy/policies:</b>	Incident, Injury, Trauma & Illness Policy, Medical Conditions, Dealing with Infectious Disease.
<b>Regulation/s/ Standards:</b>	National Regulations 77, 85- 88, 168, 175-178, 183 National Law 174 National Quality Standards: QA2 (2.1.2 & 2.2.2)
<b>Other procedures:</b>	Infection Control/Hand Washing, Work Health and Safety ACECQA research and resources
<b>References:</b>	NSW Health Department Commonwealth DESE
<b>Date effective</b>	October 2021
<b>Date for review</b>	October 2022
<b>Purpose</b>	Armidale Out of School Hours Care recognises the importance of reflecting upon and reviewing current procedures and practices to minimise the spread of COVID-19 as we continue to provide quality outcomes for children. We must continue to adapt our service provision in new ways as our community responds to COVID 19
<b>Responsibility</b>	AFDC Board of Directors, Management, Nominated Supervisor, Educators & Families of children.

**Key Information:**

Armidale Out of School Hours Care management, Nominated Supervisor and Educators must be prepared for a team member, child or child’s family member to be confirmed as testing positive to Coronavirus (COVID-19)

Management and staff need to take all necessary precautions to maintain all necessary precautions to maintain high levels of personal hygiene to reduce the risk of infection and transmission of the virus.

**Isolation Periods and Definitions of Close and Casual Contacts**

*(These definitions are current as of December 2021 – changes are ongoing and this Procedure will be updated accordingly)*

Close Contacts: A close contact is someone who has had prolonged contact with a confirmed COVID-19 case during their infectious period, creating a high risk for transmission

**Casual Contact:** A **casual contact** is someone who has been near a confirmed case of COVID-19 while they were infectious but is considered at lower risk than a close contact

#### Isolation Periods:

If you are positive for COVID-19 You must tell your household members that you have COVID-19, and they must isolate for 7 days. They must have a nose and throat PCR test as soon as they find out that you are positive, and a negative rapid antigen test before leaving isolation (on day 6)

#### Vaccine requirements

**It is mandatory by law for partners in early childhood and education in NSW all Educators, Coordinators and Staff to be fully vaccinated.**

Armidale out of school Hours Care Educators must provide the Management with their vaccination certificate. In the event an Educator is opposed to the vaccination, without a contraindication, they will cease their employment with Armidale and District Family Day Care.

Requirements to be vaccinated do not apply to workers who need to visit early childhood sites during an emergency. An emergency is defined as:

- A serious, unexpected and dangerous situation.
- An event posing an immediate and serious risk to the operation of the early childhood premise and to the children and staff in that premise.

Mask wearing in indoor ECE settings continues to be strongly recommended despite changes in other community settings

Families are encouraged to deliver and collect children from the entrance to Armidale Out of school Hours Care, rather than entering the care environment

All partners entering the care environment must sign in and out using a QR Code

#### **In the event of a case of COVID-19 within the Armidale Out of School Hours Care community**

If a Nominated Supervisor, Educator, child, management staff or family member of any of the mentioned persons is undergoing testing for COVID-19

- A child should not attend care between the time of being tested and getting the results
- The child's family should communicate the child's or their own infection to Management or the Nominated Supervisor as soon as possible
- A Nominated Supervisor or Educator must not attend work between the time of being tested and getting the results, or when a family or household member is tested and gets their results
- Management Staff should not attend work premises if they have been in close contact with a positive case of COVID-19, they are required to undergo testing for COVID-19 as soon as possible, and remain in isolation until receiving test results

- Management will contact all families that have attended care and advise them if any of the above parties have potentially been COVID-19 positive in the care environment or in the Coordination Unit office.

-

#### **Notifications**

- Armidale Out of School Hours Care will notify the Public Health Unit on 1300 066 055 in the above instances and follow all their advice. Where their advice differs from the procedures set out here, we will follow their advice.
- Armidale Out of School Hours Care will lodge a serious incident notification through the National Quality Agenda IT system (NQA IT) within 24 hrs of contact or contact the Department's information and enquiries team on 1800 619 113.

Should a child, staff member or family member of a child have been present in the care environment whilst potentially infectious, management will arrange a thorough clean of the care environment