



**TEMPLETON**  
MELBOURNE, AUSTRALIA

## Infectious Diseases

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### Help for non-English speakers

If you need help to understand the information in this policy, please contact Xiaomei Lin on 9801 7450

### Rationale

To help prevent and control the transmission of infectious diseases in schools, and to promote health within the school community.

### Policy

Schools have a legal responsibility to help manage infectious diseases in their facilities.

Schools also have an important role to play in supporting the prevention and control of transmission of infectious diseases through:

- abiding by legislated requirements for school exclusion, infectious disease notification and immunisation status recording
- supporting the personal hygiene routines of students, for example, provision of hand hygiene facilities
- ensuring procedures are in place to safely manage the handling of spills of blood and other body fluids or substances.

**Note:** Primary responsibility for the prevention and control of infectious diseases lies with individuals, families and public health authorities. Schools are not expected to provide expert advice or treat students, which is the role of medical practitioners and health authorities as appropriate.

## Definitions

**Hand hygiene** is a general term referring to any action of hand cleansing. It includes hand washing with soap and water and using antimicrobial hand rubs (for example, an alcohol-based hand rub). For more detailed information about hand hygiene, see: Personal Hygiene in Related policies

**Infectious diseases** are diseases caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi; the diseases can be spread, directly or indirectly, from one person to another.

**Respiratory hygiene** or **cough etiquette** are terms used to describe infection prevention measures. Practices include:

- covering the mouth and nose when coughing or sneezing
- using tissues and disposing of them appropriately
- attending to hand hygiene immediately after coughing, sneezing or blowing nose.

**Standard precautions** are the minimum infection prevention and control practices that must be used at all times for all people in all situations. The use of standard precautions aims to minimise and, where possible, eliminate the risk of transmission of infection.

## Prevention of infectious diseases

The following table outlines the strategies and actions that schools are required to take to prevent the transmission of an infectious disease.

Strategy	Action
Support for immunisation programs	Schools have a role in helping health authorities and families prevent and control infectious diseases through <b>the support of immunisation programs</b> and through <b>recording the immunisation status of each student</b> . For more information, see the <u>Immunisation</u> policy.
Standard precautions	Staff and students should treat all blood and other body fluids or substances as being potentially infectious and practice standard precautions whenever dealing with them.  Standard precautions include: <ul style="list-style-type: none"><li>• hand hygiene, for more information, see the <u>Personal Hygiene</u> policy</li><li>• the use of personal protective equipment (for example, gloves and masks)</li><li>• safe handling and disposal of 'sharps', for more information, see the <u>Syringe Disposals and Injuries</u> policy</li><li>• respiratory hygiene.</li></ul>
School education on hand hygiene	Hand hygiene is considered one of the most important infection control measures for reducing the spread of infection. Where appropriate, schools should incorporate the teaching of hand hygiene

	<p>routines into the curriculum and daily school activities; see the <a href="#">Clean Hands curriculum resource</a></p>
Provision of soap	<p>Schools have a responsibility to provide soap and other hand hygiene consumables to support good hand hygiene.</p>
Management of blood and other body fluid/substance exposures	<p>Interaction between people at schools should minimise contact with body fluids and substances, including:</p> <ul style="list-style-type: none"> <li>• blood (wet or dry)</li> <li>• other body fluids or substances (other than sweat).</li> </ul> <p>Schools should have appropriate personal protective equipment (for example, gloves and masks) available for staff to use when dealing with blood or body fluids/substances. Staff members and students should be familiar with, and practice recommended standard precaution practices. For more information, see the <a href="#">Managing Open Wounds and Blood Spills</a> policy</p>
Occupational health and safety	<p>Appropriate personal protective equipment, such as single-use disposable gloves, should be provided for staff to use when dealing with blood or other body fluids or substances.</p> <p>Schools should encourage staff to be appropriately vaccinated against preventable infectious diseases as per the Australian Immunisation Handbook recommendations for persons who work with children.</p>

### Control of transmission of infectious disease

The following table outlines the strategies and actions that schools are required to take to control transmission of infection when a case/s is identified.

Strategy	Action
Send unwell children home as soon as possible.	Ensure that unwell children do not attend your school. Isolate children who become unwell during the day and send the unwell child home as soon as possible.
Notification of	<b>Primary schools</b> are required to notify the Department of Health and Human Services (DHHS) immediately if a child is suspected of having pertussis, measles, mumps, rubella, meningococcal

infectious diseases	<p>disease or polio, even if you believe a doctor has already done so.</p> <p>Notification is through Communicable Disease Prevention and Control; telephone: 1300 651 160 (24 hours).</p>
<p>The role of the school, when a child is unwell is outlined on the DET website, see: <a href="#">Exclusion periods – Role of schools and child care services</a></p>	<p>Schools should also inform this Department of notifiable cases of infectious disease using the IRIS incident alert and include confirmation that DHHS has been notified.</p> <p>Notification of other diseases is not required; however, schools can contact the above phone number for further assistance or advice, or by email at: <a href="mailto:infectious.diseases@dhhs.vic.gov.au">infectious.diseases@dhhs.vic.gov.au</a> (regularly monitored).</p>
<p>Exclusion of a child with an infectious disease: <b>primary school students</b></p> <p>Children with certain infectious diseases, and children who have been in contact with certain infectious diseases, are required to be excluded from school for a specified period.</p>	<p>Principals of primary students must be aware of the Public Health and Wellbeing Regulations 2009 exclusion requirements and must not allow a child to attend school if:</p> <ul style="list-style-type: none"> <li>• they have been informed that the child is infected with an infectious disease that requires exclusion as described in the school exclusion table</li> <li>• they have been informed that a child has been in contact with a person with an infectious disease as described in the school exclusion table</li> <li>• during an outbreak, DHHS directs children not immunised by a vaccine preventable disease to be excluded until advised attendance can be resumed.</li> </ul>
<p>Exclusion of a child with an infectious disease: <b>secondary school students</b></p>	<p>Secondary schools are:</p> <ul style="list-style-type: none"> <li>• required under the Public Health and Wellbeing Act 2008 to comply with the directions of the Chief Health Officer or an authorised officer in the event of a public health risk such as an infectious disease outbreak</li> <li>• not bound by the exclusion requirements, which apply to primary schools.</li> </ul>
<p>General responses to influenza, gastroenteritis and other common infections in your</p>	<p>Schools should consider the following important points when responding to students affected by common infections:</p> <ul style="list-style-type: none"> <li>• students with cold or flu-like symptoms or vomiting or diarrhoea should be encouraged to seek medical attention, limit contact with others and stay at home until symptoms have</li> </ul>

school	<p>passed</p> <ul style="list-style-type: none"> <li>• if a child becomes ill at school with these symptoms, schools should contact the family and arrange for the collection of the child</li> <li>• good general hygiene remains the best defence against infection and schools should encourage children to regularly wash their hands and cover their nose and mouth if sneezing and coughing; see the <u>Personal Hygiene</u> policy</li> </ul> <p>Cases of influenza at your school do not need to be reported to DHHS. However, if further advice is needed, see contact details in Notification of infectious diseases to DHHS (above).</p>
Influenza Pandemic Response	<p>An outline of key school actions against different stages of an influenza pandemic can be found in the <u>Human Influenza Pandemic Incident Response Procedures (docx - 242.26kb)</u>(Pandemic Influenza Incident Response Plan).</p>
School community communication and additional advice	<p>When contacting the Department of Health and Human Services (DHHS) regarding a notifiable infectious disease, advice will be provided to be communicated to the school community.</p> <p>In other more general cases, the school should still give consideration as to what should be communicated to the school community. It should:</p> <ul style="list-style-type: none"> <li>• maintain student confidentiality</li> <li>• be fact based</li> <li>• be written in a way not to cause alarm</li> <li>• inform parents and guardians that a school community member/s has been diagnosed with an infectious disease</li> <li>• name the condition</li> <li>• suggest that they seek medical advice regarding their child's health if they have concerns.</li> </ul> <p>In those instances when a school may require additional advice, see contact details in Notification of infectious diseases to DHHS (above).</p>

### Related policies

- Admission: for information on immunisation status certificates within the context of requirements for student enrolment
- Blood-Borne Viruses: for information on risk of blood-borne virus infection, privacy and discrimination
- First Aid: for information on first aid requirements and duty of care
- Head Lice: for information on processes to minimise outbreaks of head lice
- Immunisation: for information on the role of schools in relation to student immunisation
- Managing Open Wounds and Blood Spills: for information on first aid procedures related to blood spills and bleeding students

- Personal Hygiene: for information on support for personal hygiene, including hand hygiene, and school's responsibility for the provision of soap
- Syringe Disposals and Injuries: for information on safe handling and disposal procedures and treatment of needle stick injuries

### Related legislation

- Public Health and Wellbeing Act 2008
- Public Health and Wellbeing Regulations 2009

### Department resources

- First Aid (HRWeb): for OH&S first aid information, including information on training courses
- First Aid and Infection Control (HRWeb): for information on first aid in the context of infection control requirements
- Hand Hygiene: for Clean Hands curriculum materials (and other supporting materials) for primary schools
- Human Influenza Pandemic Incident Response Procedures (Pandemic Influenza Incident Response Plan (docx - 242.26kb)) is located in the Guides section and outlines key actions against different stages of an influenza pandemic

### Other resources

- Better Health Channel: comprehensive Victorian Government health information website
- Disease information and advice (DET): guidelines for the control of infectious diseases
- Role of schools and child care services (DET): information on which infectious diseases are notifiable and the role of schools if a child has, or is suspected to have, an infectious disease
- School Exclusion Table: information on the minimum times a child with and infectious disease must be excluded from school
- Swimming - Keeping the water clean: information on when to stay out of the pool if someone has an infection (Better Health Channel)
- Victorian Immunisation schedule: information on the immunisation schedule, including vaccine eligibility age

This policy was last ratified by School Council in....	March 2023	
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