

Illness Policy Template

Advice on Illness Policy

Below is some information on how to design your illness policy so that the transmission of infectious illness such as gastroenteritis is significantly reduced within your centre.

- If children or staff have experienced vomiting and/ or diarrhoea they should not attend the centre until 48 hours after symptoms have stopped.
- Children (and staff) with diarrhoea, vomiting, fever and/ or undiagnosed skin rashes should not remain at the childcare centre (except for the time it takes parents/ caregivers to collect the child from the centre).
- Parents are expected to collect their child without delay if he/she is ill.
- While an ill child is waiting for parents to collect them from the centre, they should be made comfortable and kept isolated from other children and staff, and a staff member should remain with them at all times. To minimise risk, this staff member must not be involved with food preparation.
- In general, if children experience vomiting or diarrhoea (three or more loose stools in one day) they should not attend the centre until at least 48 hours after **all** symptoms have stopped.
- Encourage parents to obtain full vaccination record for their child as per the current NZ immunisation schedule. The schedule can be viewed here: <https://www.health.govt.nz/our-work/preventative-health-wellness/immunisation/new-zealand-immunisation-schedule>
- Some infections require sick people to provide a faecal sample to demonstrate that they are now clear from the bug.

Isolation Area

We suggest that an isolation area has the following characteristics

- A well ventilated, warm, quiet space where sick babies and children can be looked after away from other children.
- Area is separate from food preparation and sleeping areas.
- A designated staff member should look after sick children who are in isolation
- Ideally, children in isolation should have access to a dedicated toilet/ hand washing facility. These areas should be sanitised with bleach each time after they are used.
- A bucket with a lid is available for use if the child needs to vomit or carry any contaminated material from the isolation area.
- Sleeping facilities appropriate to the ages of children enrolled are available (including cot/ bed/ stretcher/ nursing chair fitted with waterproof cover, and clean bedding and linen).

Regular Reminders to Parents

We suggest that the following messages be included in enrolment information and brought to parents' attention regularly through newsletters, notice boards etc:

Parents are expected to collect their child without delay if he/she becomes ill.

The centre is required by law to exclude your child until well.

In general, if children experience vomiting or diarrhoea they should not attend the centre until at least 48 hours after vomiting or diarrhoea has stopped.



We currently have a number of children and staff who are ill with diarrhoea and vomiting.

Do not bring your child to the centre if they are unwell.

Please wash your hands and/or use hand sanitiser when you first arrive and just before you leave.

Appropriate precautions have been taken at the centre to reduce any further spread of the illness.

We appreciate your support and cooperation.

For further information, please speak with staff.

Important Notice

Parents are expected to collect their child without delay if he/she becomes ill.

The centre is required by law to exclude your child until well.

In general, if children experience vomiting or diarrhoea they should not attend the centre until at least 48 hours after vomiting or diarrhoea has stopped.