



## St Richard's Catholic School

### EXCLUSION FROM SCHOOL – INFECTIOUS DISEASES POLICY

#### Aim of this policy

1. The purpose for developing this policy is to maintain a disease free healthy environment in the school, as much as is practicable, to allow for optimum learning to occur.
2. To help prevent and control the transmission of infectious diseases in schools

#### Implementation

A person in charge of a primary school ... must not allow a child to attend the primary school ... for the period or in the circumstances:

- (a) Specified in column 2 of the Table in Schedule 7 if the person in charge has been informed that the child is infected with an infectious disease listed in column 1 of the Table in Schedule 7; or
- (b) Specified in column 3 of the Table in Schedule 7 if the person in charge has been informed that the child has been in contact with a person who is infected with an infectious disease listed in column 1 of the Table in Schedule 7.

The school will implement procedures consistent with the Department of Health Minimum Period of Exclusion from Primary Schools for Infectious Diseases Cases and Contacts

In order that the principal carries out their responsibility for exclusion from school of students affected by infectious disease and for communication to parents and staff, the principal will ensure that:

- When a parent or carer reports a case or a contact of an infectious disease (listed in Appendix A) to the office staff, the parent or carer will be required to complete the form below and submit it to the office staff.
- In the case of a telephone report, the staff member will complete the form below with input from the parent. The parent will be required to confirm the information given by a brief email.
- In the case of a report being made to the class teacher, the teacher will advise the parent or carer to report the information to the office staff and complete the necessary form.

The staff member receiving the report will:

- Access the Department of Health Victoria Minimum Period of Exclusion Table located in the school office

- The Link to the website: <https://www2.health.vic.gov.au/public-health/infectious-diseases/school-exclusion>

- Inform the parent of the required period of exclusion.
- Access the St Richard's Student Attendance Roll and confirm the required absence according to the Department of Health Exclusion Table.
- Immediately send a copy of the completed form to the principal, the deputy principal and the class teacher of the affected student. Email all staff to inform re the incidence of the infectious disease.
- With the principal's approval email a letter of notification of the reported case or contact to all school parents.
- The school will maintain an updated list of children's immunisation records.
- The school will contact parents (who have notified the school) of children who have not been immunised, in the event of a vaccine preventable disease (VPD) occurrence.

\*Gastroenteritis or gastro is not included in Schedule 7 for exclusion from primary schools, however it is recommended that a child remains home from school for at least 24 hours after symptoms have ceased. If there are two or more cases within 24 hours the Principal will alert the school community.

\*Slapped cheek infection, also known as human parvovirus infection or erythema infectiosum is not included in Schedule 7 for exclusion from primary schools, however, once the characteristic rash appears the infectious period is over.

More information is available at

<http://ideas.health.vic.gov.au/bluebook/erythema-info.asp>

<http://ideas.health.vic.gov.au/bluebook/erythema-pregnant-info.asp>

### **Related legislation**

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

### **Other resources**

- School Exclusion Table
- The Blue book: Guidelines for the control of infectious diseases
- National Immunisation Program Schedule
- Better Health Channel
- [Staying Healthy: Preventing infectious diseases in early childhood education and care services \(5th Edition\)](#)

### **EVALUATION:**

This policy will be reviewed as part of the School's review cycle.

**This policy was ratified by St Richard's School Advisory Board on 16<sup>th</sup> August 2017**

### Infectious Diseases Cases and Contacts Report

<b>Student Name</b>	
<b>Parent Name</b>	
<b>Students Class</b>	
<b>Student's Teacher</b>	
<b>Infectious disease</b>	
<b>Has your child been immunised against this disease?</b>	
<b>Name of the Doctor who confirmed the case</b>	
<b>Date of Confirmation by the Doctor</b>	
<b>In the case where treatment is necessary (according to the Table 7) – what is the period of treatment date?</b>	
<b>First Date of Absence from School</b>	
<b>Date of last anticipated absence from school.</b>  <b>Anticipated return to school</b>	
<b>Name and class of siblings of student</b>	
<b>Signature of parent or carer.</b>	