

STAFF VACCINATION POLICY

Best Practise – Quality Area 7

PURPOSE

This policy will provide guidelines and procedures regarding staff vaccinations at St Francis of Assisi OSHC.

POLICY STATEMENT

1. VALUES

St Francis of Assisi OSHC is committed to:

- providing a safe and healthy environment for all children, staff, and any other persons attending the service
- complying with current exclusion schedules and guidelines set by the Department of Health
- providing up-to-date information and resources for families and staff regarding protection of immunisation programs.

2. SCOPE

This policy applies to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children, and others attending the programs and activities of St Francis of Assisi OSHC, including during offsite excursions and activities.

3. BACKGROUND AND LEGISLATION

Background

Both the Australian Immunisation Handbook (10th edition) and Health Victoria recommend that those who work with children are vaccinated.

Immunisation of staff in the children's services is important to minimise the risk of contracting a disease that can be prevented by vaccines. It is highly recommended that staff maintain their own immunisation status, and advise the Approved Provider/Nominated Supervisor of any updates to their immunisation status.

People who work with children are at an increased risk of catching and passing on infectious diseases. Immunisation is recommended because:

- young children and babies are more prone to illness as their immunity develops
- children are often less likely to practice good hygiene (for example, washing their hands, covering their mouth when they cough, using tissues) and more likely to expose you to their body fluids
- some infectious diseases can be very serious – for example, whooping cough (also

- called pertussis) can be deadly for young babies, but will often be a mild illness in adults
- many infectious diseases, such as measles, are highly infectious several days before any symptoms appear.

Staying up to date with vaccinations is the most effective way to protect yourself and the children you work with from vaccine-preventable diseases.

Legislation and standards

Relevant legislation and standards include but are not limited to:

- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations 2011: Regulation 88
- Health Records Act 2001
- Information Privacy Act 2000 (Vic)
- National Quality Standard, Quality Area 2: Children's Health and Safety
 - Standard 2.1: Each child's health is promoted
 - Element 2.1.1: Each child's health needs are supported
 - Element 2.1.3: Effective hygiene practices are promoted and implemented
 - Element 2.1.4: Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines
- Occupational Health and Safety Act 2004
- Public Health and Wellbeing Act 2008
- Public Health and Wellbeing Regulations 2009
- WorkSafe Victoria: First aid in the workplace compliance code

4. SOURCES AND RELATED POLICIES

Sources

- The Australian Immunisation Handbook (10th Edition) <http://www.immunise.health.gov.au/internet/immunise/publishing.nsf/Content/Handbook10-home>
- Victorian Department of Health: www.health.vic.gov.au/immunisation
- Better Health Channel <https://www.betterhealth.vic.gov.au/health/healthyliving/immunisations-catch-ups-and-boosters>
- <https://www2.health.vic.gov.au/public-health/immunisation/adults/vaccination-workplace/vaccination-for-people-working-with-children>
- Communicable Diseases Section, Public Health Group, Victorian Department of Human Services (2005) The Blue Book: Guidelines for the control of infectious diseases. Available at <http://docs.health.vic.gov.au/docs/doc/The-blue-book>
- Communicable Disease and Prevention Control Unit: phone – 1300 651 160, <http://ideas.health.vic.gov.au> and infectious.diseases@health.vic.gov.au
- Department of Health and Ageing: www.immunise.health.gov.au
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011, ACECQA
- Guide to the National Quality Standard, ACECQA

Service policies

- Administration of First Aid Policy
- Administration of Medication Policy

- Dealing with Medical Conditions Policy
 - Dealing with Infectious Diseases Policy
 - Hygiene Policy
 - Incident, Injury, Trauma and Illness Policy
 - Inclusion and Equity Policy
 - Occupational Health and Safety Policy
 - Privacy and Confidentiality Policy
 - Staff Health and Wellbeing Policy
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PROCEDURES

The Australian Immunisation Handbook recommends the following vaccinations for people working with children:

- Influenza
- Measles, mumps, rubella (MMR) (if non-immune)
- Diphtheria, tetanus and acellular pertussis (dTpa-whooping cough)
- Varicella (if non-immune).

All staff at St Francis of Assisi OSHC are encouraged to receive these vaccinations. A GP will consider your individual situation and advise you. If you are unsure whether you have already been vaccinated, require a booster or already have immunity to these diseases, talk to your doctor.

Try to keep an accurate record of all your vaccinations so you know what you are protected from and when you need a booster.

For tips on clarifying your immunisation status, visit the Better Health Channel 'Immunisations catch up'. <https://www.betterhealth.vic.gov.au/health/healthyliving/immunisations-catch-ups-and-boosters>

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- regularly seek feedback from educators, staff, parents/guardians, children, management and all affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints, and incidents in relation to this policy ensure that all information related to infectious diseases on display and supplied to parents/guardians is current
- keep the policy up to date with current legislation, research, policy, and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify parents/guardians at least 14 days before making any change to this policy or its procedures.

AUTHORISATION

This policy was adopted by the Approved Provider of St Francis of Assisi OSHC.

