



# MONTESSORI STEPPING STONES & WAABINY OSHC CORONAVIRUS ACTION PLAN POLICY



## ABOUT THIS POLICY

An outbreak of novel coronavirus (COVID-19) was detected in Wuhan, Hubei Province, China in late December 2019. There have now been reported cases of the virus in Australia, and there is the possibility of this spreading to WA. This policy outlines the steps that will be taken to eliminate the risk of the virus being introduced to either Montessori Stepping Stones (MSS) or Waabiny OSHC (WOSHC) services.

## WHO IS AFFECTED BY THIS POLICY

All staff, educators, parents & families, children and management

## GENERAL OVERVIEW

The guidelines in this policy must be strictly adhered to by all persons using the MSS & WOSHC services. They serve to protect all of the children and staff at the centre from the possible introduction or spread of the coronavirus into either service, and the potential consequences.

The current information that has been given by the Metropolitan Communicable Disease Control (MCDC) and World Health Organisation (WHO) is that the virus has an incubation period of up to 14 days, and is not infectious until the point of symptoms which include (but not limited to) fever, cough, sore throat, fatigue and shortness of breath.

Below is a link to the Australian Department of Health website, where you will find the most up-to-date information regarding the situation

<https://www.health.gov.au/health-topics/novel-coronavirus-2019-ncov>

## IMPLEMENTATION

This policy is to be implemented immediately across both services, and will be overseen by management. Parents & families have been notified of the situation regarding the coronavirus, and been provided with information and factsheets from the Australian Department of Health website.

## NOTIFICATION

All parents **MUST** notify MSS or WOSHC management before returning to the service, if their child has:

- travelled to, or passed through, mainland China since December 2019, **OR**
- travelled, or has been travelling, **ANYWHERE** overseas since Sunday 1<sup>st</sup> March 2020

Upon notification, management will discuss the specific circumstances around the travel and determine if any exclusion periods should apply.

**Failure to disclose this information may constitute grounds for the cancellation of their child's enrolment.**

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## EARLY DETECTION

All staff at both MSS and WOSHC have been briefed on this situation, and will be taking a very cautious approach when a child is displaying any virus-like symptoms as described above, as per our Health, Hygiene and Infection Control policy, and the guidelines in the NHMRC – Staying Healthy in Childcare publication.

## EXCLUSION

**Any child, parent or staff member who has:**

1. Travelled to, or passed through mainland China or Hong Kong since December 2019, **OR**
2. Travelled, or has been travelling, **ANYWHERE** overseas since Sunday 1<sup>st</sup> March
3. Had close contact with someone who has travelled to, or passed through the mainland China or Hong Kong since December 2019, **OR**
4. Been informed by Public Health authorities that they are a close contact of a confirmed case of the novel coronavirus (COVID-19)

**Will be excluded from attending or visiting MSS or WOSHC for a period of 14 days from either:**

1. The date of arrival back into Australia, **OR**
2. The time of showing symptoms, **OR**
3. The time of being informed by Public Health authorities

**If a child, parent or staff member is diagnosed with novel coronavirus (COVID-19), they will be excluded from attending or visiting MSS or WOSHC until they are cleared by the public health authorities (MCDC). The diagnosis will also be reported to the MCDC.**

**WE ARE ASKING FOR THE FULL COOPERATION OF ALL PARENTS, FAMILIES AND STAFF DURING THIS SITUATION.**

**WE HAVE THE BEST INTERESTS OF EVERYONE INVOLVED AT BOTH OF OUR SERVICES, AND WE HAVE PUT THE FOLLOWING POLICY IN PLACE TO PROTECT EVERYONE.**

**IF YOU HAVE ANY QUESTIONS OR CONCERNS REGARDING ANY OF THE INFORMATION OR PROCEDURES CONTAINED IN THIS POLICY, PLEASE CONTACT JASON OR ERIN IMMEDIATELY.**

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