

Coronavirus covid-19 lockdown Policy and Procedure

The evolving nature of COVID-19 and the recommended by the Australian Government has resulted in the development of a specific policy to assist our Service manage this pandemic.

This policy will change as required to ensure the protective measures against COVID-19 as advised by our government are implemented by our Service.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.1.1	Wellbeing and comfort	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's needs for sleep, rest, and relaxation.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.2	Safety	Each child is protected.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

88	Infectious diseases
90	Medical conditions policy
93	Administration of medication
97	Emergency and evacuation procedures
98	Telephone or other communication equipment
168	Education and Care Services must have policies and procedures
170	Policies and procedures are to be followed

IMPLEMENTATION

We have set procedures to follow in the event of any emergency lockdown for Covid 19 applied to the Perth metropolitan region.

- OSCA will follow the guidelines set out by WA Department of Health and for Communities and Regulatory Unit. If the guidelines require childcare and OSCH services to stay open for essential workers OSCA will operate within these guidelines on school site (Mt Hawthorn Primary School)

Once we receive the instruction form the by WA Department of Health and for Communities and Regulatory Unit stating that:

- Education and care services may continue to operate during lockdown and provide services to children of essential workers. An essential worker can leave home to access childcare for their child, including where the essential worker is working from home. Follow this link for the definition of [Essential Worker](#).
We will go ahead and open the service to the children and guardians of essential workers.

MANAGEMENT OR NOMINATED SUPERVISOR WILL

- Get in touch with OSCA families via Hubworks message Centre and Flexischools message Centre.
- Establish normal operating hours as per vacation care periods will be 7:30am – 18:00pm.
- Email a Booking Form to families with dates effected and guidelines of daily operation for the period. Email correspondence will include reminders to parents regarding hygiene procedures and any special instructions as relevant to the lockdown.
- Request that children bring their own morning and afternoon tea as well as lunch for the days they attend.
- Communicate that all the days will strictly be In-Centre days on the school premises.
- Contact staff immediately to see who will be available for work during this time.
- Generate a roster for this period distribute to relevant staff.
- Remind all staff working during the lockdown period of the rules and requirements relevant at that time (e.g. wearing of masks, vigilance with handwashing, temperature checks of children etc.).

EDUCATORS AND FAMILIES

- Will adhere to outlined rules to maintain hygiene procedures.
 - washing hands.
 - children’s temperature taken upon arrival each day.
 - coughing in the elbow or hand.
 - wearing of masks if compulsory.

If a child experience any of the following symptoms the parent will be contacted immediately to collect their child/ren.

Symptoms can range from a mild illness, like a cold or flu, to pneumonia. People with COVID-19 may experience:

- fever
- flu-like symptoms such as coughing, sore throat and fatigue.
- shortness of breath

Resources:

[Coronavirus \(COVID-19\) | Department of Communities](#)

<https://www.wa.gov.au/government/covid-19-coronavirus>

https://ww2.health.wa.gov.au/articles/a_e/coronavirus

[Coronavirus \(COVID-19\) resources](#)

REVIEW

POLICY REVIEWED	February 2021	NEXT REVIEW DATE	February 2022
MODIFICATIONS	<ul style="list-style-type: none">• New policy developed dedicated to COVID-19 Lockdown.		