



# MILES FRANKLIN PRIMARY SCHOOL

*Achieving Educational Excellence in a Caring Environment*

Alderman St Evatt, ACT 2617 – Ph: (02) 6142 2770



**ACT**  
Government

Education and Training

## **Incidents, Illness and Infectious Disease Procedure**

**Reviewed by:** Monique Darragh

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Related policies and procedures: **Medical Conditions, Critical and Non Critical Incident Management and Reporting Policy (ACT Education Directorate)** [Critical/Non-Critical Incident Management and Reporting Policy - Education](#)

This procedure must be read in conjunction with the **Infectious Diseases - Outbreak Procedures and Exclusion Periods Policy (ACT Education Directorate)** [Infectious Diseases - Outbreak Procedures and Exclusion Periods Policy - Education](#)

All Government Preschools are governed by the Workplace, Health and Safety Act 2011 as well as the Education and Care Services National Regulations with respect to the management and reporting of an incident, injury, or trauma. The following policy explains the process for ensuring compliance with both laws.

Miles Franklin Preschool implements the Incident, Injury, Illness and Trauma record form as a record for all minor injuries requiring First Aid. This record is sufficient for incidents and injuries that are minor including:

- Single minor grazes or blisters
- Applications of band aids
- Bites, stings without a reaction
- Bleeding nose (non-incident related)
- Minor allergic reactions (controlled by medication)
- Headaches (non- incident related)
- Eye or skin irritation that can be alleviated through eye wash or controlled through medication provided by parent/carer.

### **Infectious diseases**

Personal hygiene measures such as hand washing, covering the mouth and nose when coughing or sneezing, covering weeping sores, not sharing food or drinks and not attending school when ill or suffering from diarrhoea are important means of limiting the transmission of a number of common infectious conditions. The ACT Public Health Regulations 2000 require children with the following conditions, and children who have been in contact with the following conditions, to be excluded from preschool:

- Amoebiasis (entamoeba histolytica)
- Campylobacteriosis
- Chicken pox (varicella and herpes zoster)
- Conjunctivitis



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## Incident, Illness, Injury Response Flowchart

- \*Cryptosporidiosis
- Diarrhoea
- Giardiasis
- #Haemophilus influenza type b (Hib)
- Hand, Foot and Mouth disease
- \*Hepatitis A
- Herpes (cold sores)
- Impetigo (school sores)
- Influenza and influenza like illnesses
- \*Leprosy
- \*#Measles
- Meningitis (bacterial)
- \*Meningococcal infection
- \*#Mumps
- \*#Poliomyelitis
- Ringworm, scabies, pediculosis (lice), trachoma
- Rotavirus
- \*#Rubella (German measles)
- \*Salmonellosis
- \*Shigellosis
- Streptococcal infection (including scarlet fever)
- \*Tuberculosis
- \*Typhoid and paratyphoid fever
- \*#Whooping cough (pertussis)
- Worms (intestinal)

\*These conditions must be notified by medical practitioners to the Chief Health Officer

#These conditions must be notified by the school principal or principal carer to the Chief Health Officer.

For exclusion periods, see information sheet provided in preschool information pack or

**NQS: 2.1.2, 2.2.1, 3.1.2**

**Relevant Regulations: 85, 168(2)(b), 88, 168(2)(c),**

## Incident, Illness, Injury Response Flowchart

