Partnership with families  
29th June to 3rd July 2020

Dear Families,

As a part of the continuous improvement required by the National Quality Standard this week we are reviewing some of our professional development activities from earlier weeks including:

* Relationships between Children
* Assessment and Planning
* Wellbeing and Comfort
* Health Practices and Procedures
* Healthy Lifestyles

Please let us know if we can provide any further information on these topics.

We’re also reviewing our HIV/AIDS Policy, Cystic Fibrosis Policy and Epilepsy Policy. Summaries follow:

**HIV/AIDS Policy**

Children with HIV:

* will be accepted into the service and their privacy respected
* will be assessed by their doctor before they are excluded from the service
* Educators will follow all hygiene procedures including those dealing with body fluids/blood to prevent the spread of infection
* A disposable mouth to mouth mask will be used to perform CPR
* Children who have abrasions or open wounds will cover them at the service, and if this is not possible they will be excluded until the wound has healed or can be covered.

**Cystic Fibrosis Policy**

We will only enrol one child with Cystic Fibrosis (CF) at any time. They must have a Medical Management Plan which includes information about first aid, supervision, personal care, behaviour support and learning support. Educators:

* will notify the child’s family when there are outbreaks of infectious diseases
* will be familiar with any special dietary needs, medication and therapy requirements
* may help the child adjust their clothing to keep warm or cool
* will take actions to ensure CF children can participate in all activities eg by providing more rest periods.

**Epilepsy Policy**

Children with epilepsy must have a Medical Management Plan which includes information about first aid, seizure types and triggers and supervision needs. The Service will prepare a Risk Minimisation Plan

Educators will:

* go over any learning or activity a child misses during a seizure
* manage the epilepsy/administer medication in a supportive way which does not disrupt the child’s learning
* encourage children to participate in all activities

There are copies of the policies near the sign in/out sheet. Please take a moment to read them. We value any feedback you may have.

Nominated Supervisor