



Educational Leader

Effective illness and injury management and hygiene practices are promoted and implemented.

Looking at the element in detail - A service reviewed what the NQF Guide said about element 2.1.2 and understood educators must model and implement:

- effective ways to manage children’s illnesses and injuries
- infection control and hygiene procedures
- risk management approaches
- safe food practices (preparation, transport, storage).

This element has strong links with the MTOP learning outcome 3.2 Children take increasing responsibility for their own health and safety. For example, educators promote this learning when they “engage children in experiences, conversations and routines that promote safety, healthy lifestyles and nutrition. “

This week we’re going to look at a few comments from Authorised Officers during assessment and rating visits, review when and how to use gloves, and consider some of the strategies for managing food allergies.

Authorised Officer Feedback

- “A child vomited. Educators notified the parents through a phone call and the child was soon picked up. **The authorised officer requested the illness record, the nominated supervisor stated that the educators forgot.** The incident form was then written up to give to the parent the following morning.”
- “Child sitting at the table begins to pick their nose. Child looks at their finger and places it in their mouth. **Educator engaging with children at the table does not respond.**”
- “Child places a hand down their pants then picks their nose. **Educator standing supervising table does not respond to the child.**”
- “Child sitting at table coughs over peers’ plates and **educator sitting with children does not respond.**”
- “Child wipes runny nose on sleeves and hands then continues to play with playdough. Another child

sneezes on playdough. **Educator does not respond.**”

- “Educator cleans toilet area and **washes hands in 'shower facility' sink.** A hand washing sink is located on left hand side of bench.”
- “Child attempts to put partially eaten apple on fruit platter and educator says, "If you don't like it, don't put it back. Put in here," and places a small bucket on table for scraps. Children place their pieces of fruit on the table cloth in front of them. There were **no plates or tongs used during this meal time.**”

Using Gloves

We’ve included Centre Support’s Glove Procedure below. Please note our Procedure Package is currently included in our HR Kit. Your service can [request a quote online](#).

Gloves Procedure

- Wear disposable gloves if you could come into contact with poo, urine, saliva, vomit or blood or when cleaning animal cages/living areas.
- Wash hands before putting gloves on.
- Touch dirty surfaces only to dirty surfaces. Think about whether your actions while wearing gloves could contaminate a clean surface eg If wearing gloves while preparing /serving food or assisting children, don’t touch your face, the children’s clothing, doors/benches etc or cough/sneeze on the gloves. If these type of events happen, remove gloves, wash hands and put on new gloves.
- **Never reuse disposable gloves**
Use disposable gloves when you may come into contact with body fluids (except breast milk). Reusable gloves may be used for general cleaning duties where you will NOT touch poo, urine, saliva, vomit or blood.

How to remove disposable gloves

1. Peel one glove off from the wrist so it ends up inside out
2. Hold glove in gloved hand, squash it up and place on palm of gloved hand.
3. With the clean, ungloved hand peel the other glove off from underneath the wrist, turning the glove inside out so the second glove goes over the first

Week 27, 30 August - 3 September 2021- 2.1.2 Health practices and procedures

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glove and both gloves are inside out, one inside the other

4. Place in plastic lined, hands free lidded bin
5. If not using lidded bin, place in container lined with plastic bag, tie bag and place outside in garbage bin
6. Wash hands

Food Allergies

[Allergy & Anaphylaxis Australia](#) have some practical strategies and poster resources available to help manage food allergies in ECEC. For example:

- remove allergens by wiping down tables and high chairs with warm soapy water after meals
- use separate high chairs and easily identifiable cups/bowls/plates/bottles etc for children with food allergies
- avoid share plates
- communicate with parents early when special events are organised to make alternative

arrangements so child with food allergy doesn't miss out

- substitute ingredients causing allergies with other ingredients in cooking activities
- ensure effective hand washing practices are always properly implemented

How well do your educators implement Element 2.1.2 and Outcome 3.2? What areas do they need help with?

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Administration of Authorised Medication Policy

- Medication must be handed to educators and not left in a child's bag
- Medication will only be administered if it is authorised except:
 - in an anaphylaxis or asthma emergency, medication may be administered without authorisation. Parents and the emergency services will be contacted as soon as possible
 - in other emergencies we may obtain verbal authorisation from parents, or emergency services if parents can't be contacted. Parents will be advised as soon as possible
- A Medication Record will always be completed when medication is administered containing the authorisation, the time and date the medication is/was administered, the dosage, the name and signature of the person administering the medication and of the person who checked this
- Medication will only be administered if it's in the original container with an original legible label which if prescribed by a doctor has the child's name, hasn't expired, and is administered in line with any instructions on the label or from the doctor.

Health Hygiene and Safe Food Policy

Policy contains practices/procedures on:

- hand washing including when to wash
- toileting
- cleaning spills of blood, urine, vomit and faeces
- dental accidents, hygiene and care
- safe and hygienic food preparation, transport and storage (eg temperature control)
- cooking with children
- birthday cakes and play dough
- cleaning of environment, equipment and resources– eg cleaned with detergent and disinfected if contaminated with body fluids, daily cleaning of high contact areas.

Do you have any feedback or comments about these policies? Please include below.

| Educator's Name | Educator's Signature |
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