



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 covers a lot of different topics. We've picked a few points from each topic for you to reflect on in relation to your educators and educational program.

Illness and Injuries

Do all educators:

- advise parents asap
- complete incident/injury record properly and asap
- understand and report serious incidents within 24 hours
- understand Service first aid procedures and practices
- understand Service practices in relation to administering pain relief medication (see Administration of Medication Policy)?

Infection control

Do all educators:

- discuss and implement exclusion periods and practices with families eg refer to Infectious Disease Policy and Staying Healthy, provide families with relevant Staying Healthy fact sheets, tell families they must take sick children home, provide advice about length of exclusion and when medical certificate required
- isolate ill children from others if they may be infectious
- disinfect after cleaning if risk of infectious material
- include learning about germs and how they're transmitted in the program, and use 'teachable moments' to extend learning?

Hygiene

Do all educators:

- consistently model the hand washing, cough and sneeze practices etc they teach children
- clean dirty surfaces as soon as possible without waiting for scheduled cleaning time
- change soiled nappies outside of nappy change time
- complete cleaning and hygiene duties thoroughly and on time
- wear gloves when they may have contact with body fluids, and put them on/take them off correctly ie in ways that don't risk cross contaminating clean surfaces and clothes?

Risk management

Do all educators:

- stay alert to situations which may compromise Service hygiene and health practices
- take action to eliminate or reduce risks in those situations
- consider hygiene and health issues when organising group activities?

Safe Food Practices

Do all educators:

- understand the 4 hour/2 hour rule about timeframes for keeping perishable food at room temperature
- follow medical plan and risk minimisation requirements for children with food allergies/anaphylaxis
- follow Service procedures for heating breast milk and formula eg never heating breast milk in microwave?

How will you support educators to effectively implement element 2.1.2?

Health Hygiene and Safe Food Policy

Policy contains practices/procedures on:

- hand washing including when to wash
- nappy changing and 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
- sterilisation of bottles and dummies
- cleaning of environment, equipment and resources– eg cleaned with detergent and disinfected if contaminated with body fluids, daily cleaning of high contact areas.

Please note we have recently updated the dental accident section to reflect current advice that milk, sterile saline or person's saliva should be used to rinse and store any permanent tooth that's been knocked out. Do not use water. Updated policy will be issued shortly. Policy showing highlighted changes is included with weekly email. Please note the 'Sources' section of this policy includes State specific legislation which may not be relevant for your Service. We will issue updated Policy with a tailored 'Source' section to all Services shortly.

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

Educator's Name	Educator's Signature

Note we are now listing any Procedures which relate to the Policy reviewed. We have a comprehensive Procedure Pack (in addition to the procedures already included in the policies) which is currently part of our HR Toolkit. Please contact us on admin@centresupport.com.au if you would like a quote for the Kit.

Procedure - Administration of Asthma Medication

Procedure - Anaphylaxis Emergency

Procedure - Asthma Emergency

Procedure - Bleach Preparation

Procedure - Bottle Cleaning

Procedure - Bottle Sterilisation

Procedure - Bottle Feeding

Procedure - Bottle Warming

Procedure - Breast Milk

Procedure - Cerebral Palsy Enrolment

Procedure - Child Safe

Procedure - Cleaning

Procedure - Cleaning Cots and Stretchers

Procedure - Cleaning High Chairs

Week 29, 12 - 16 September 2022 – 2.1.2 Health practices and procedures

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Procedure - Cleaning Toilets
Procedure - Cleaning Toothbrushes
Procedure - Cleaning Toys
Procedure - Collecting and Handling Eggs
Procedure - Cystic Fibrosis Enrolment
Procedure - Dental Accident
Procedure - Diabetes Emergency
Procedure - Diarrhoea
Procedure - Dummy Cleaning
Procedure - Dummy Sterilisation
Procedure - Epilepsy Enrolment
Procedure - Epilepsy First Aid
Procedure - EpiPen Administration
Procedure - Fever
Procedure - Food Preparation
Procedure - Food Storage

Procedure - Food Transport
Procedure - Fussy Eating
Procedure - Garbage
Procedure - Gloves
Procedure - Handwashing
Procedure - Head Lice Conditioner and
Comb Treatment
Procedure - Head Lice Insecticide
Treatment
Procedure - Head Lice
Procedure - Illness and Infectious
Disease Children
Procedure - Immunisation Record
Children
Procedure - Incident Children

Procedure - Infant Formula
Procedure - Medical Conditions
Procedure - Medical Emergency
Procedure - Play Dough
Procedure - Potty Cleaning
Procedure - Serious Head Injury
Procedure - Serious Incident
Procedure - Spill Procedure Blood Urine
Poo and Vomit
Procedure - Teeth Cleaning
Procedure – Toilet Procedure (Educators
Assist)

Week 29, 12 - 16 September 2022 – 2.1.2 Health practices and procedures

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