Te Kōhanga Reo o Ngā Kuaka (Ngā Kuaka)

**Illness Policy**

# 1. Rationale

1. Ngā Kuaka is committed to providing a healthy environment for all tamariki and kaimahi.

# 2. Purpose

1. To maintain the health of all children at Ngā Kuaka
2. To maintain the health of all the staff at Ngā Kuaka
3. To assist in the management and control of infectious diseases within Ngā Kuaka

# 3. Procedures

1. Ngā Kuaka will be diligent regarding the personal hygiene of all tamariki and kaimahi. Hands are to be thoroughly washed by all people:
2. After toileting
3. Before touching/eating food and drink
4. After playing with/touching animals
5. After coughing, sneezing and nose blowing
6. After playing outside
7. When hands look or feel dirty
8. Parents/caregivers/guardians of tamariki deemed to be unwell will be contacted and requested to collect their tamaiti/tamariki.
9. Tamariki who are unwell will be kept in the tari with a Kaimahi supervising until their parents/caregivers/guardians collect them.
10. Tamariki with the following symptoms may be deemed as unwell and may require exclusion at the discretion of Ngā Kuaka Pou Manaaki/Tumuaki:
11. Elevated temperature
12. Diarrhoea or offensive loose motions
13. Vomiting
14. Continual streaming of discoloured mucous from the nose
15. Hot, cold, moist, clammy or cyanosed skin (a blue tinge mainly to lips, fingers & toes)
16. Respiratory difficulties, excessive coughing, high pitched wheezy, chesty or laboured breathing
17. Or generally unwell and unfit to be at kōhanga
18. Parents will be requested to keep children displaying any of these symptoms away from the Centre until 48 hours **AFTER** symptoms have cleared.
19. If repeated episodes of illness are displayed management may advise parents/caregivers/guardians to consult with their General Practitioner (GP).
20. A record of all illnesses or symptoms referred to in section 4 will be kept in the Accident and Illness register and available for inspection by appropriate agencies.
21. In the case of an outbreak of diarrhoea and vomiting (2 or more cases linked in time, place and person), the “Control of an outbreak of Diarrhoea and Vomiting in Early Childhood Centres” will be utilised and followed appropriately.
22. If a child who has been attending Te Kōhanga Reo o Ngā Kuaka is diagnosed with an infectious disease, all parents will be notified that the disease may have been present in Kōhanga. Management and Kaiako will ensure that the unwell child(s) names remain CONFIDENTIAL at all times.
23. Support may be enlisted from the Waikato DHB Public Health Unit (PHU) to address any health related issues and to provide support and management if required.
24. Education for the children and families will be provided by Te Kōhanga Reo o Ngā Kuaka on an on-going and/or needs basis.
25. To ensure parents remain aware of illness procedures, this policy will be issued to parents in the Enrolment pack and on an annual basis.
26. Staff illnesses will be treated in the same manner as child illnesses.

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| **I whakaae te whānau ki tēnei Kaupapa Here:** | TBC |
| **Ka tirohia anō tēnei Kaupapa Here i mua i te:** | TBC |
| **Waitohu (Tiatangata):** |  |