

12.1 Immunisation Procedure

Quality Area 2: CHILDREN'S HEALTH & SAFETY

Standard 2.1 Health

Regulation 88 Infectious diseases

PURPOSE

At Story House Early Learning we believe that immunisation is a simple, safe and effective way of protecting individuals against harmful disease before they come into contact with them. Vaccination is one of the most effective interventions to prevent disease worldwide. Immunisation not only protects those people who have been vaccinated, it also protects those in our community who may be able to receive vaccines themselves, by reducing the prevalence and spread of disease. **Story House Early Learning does not accept any children who are unimmunised.**

SCOPE

This procedure applies to all children, educators, visitors and management of the Service

IMPLEMENTATION

Service Manager /Nominated Supervisor/ Responsible person will:

- Display the [National Immunisation Program Schedule](#) in the Service for families to refer to
- Display current [Time Out Poster](#) published by Queensland Department of Health in a prominent location at the Service (*QLD services only*)
- Display the current [Minimum Exclusion Period for Infectious Diseases Cases and Contacts](#) published by Victoria Department of Health (*Victoria only*)
- Display the current **Recommended Minimum Exclusion Period** (adapted by Staying Healthy 5th Edition) *NSW only*
- Ascertain the child's eligibility for enrolment based upon their immunisation status (unimmunised children will not be able to enroll in Story House services).
- Collect evidence of children's immunisation upon enrolment and keep on file
- Work with families to ensure their child's immunisation status remains up-to-date - requests for updated immunisation statements will occur on enrolment and no longer than 7 months later as per the "no job no play regulations"
- Provide information to families regarding the [Child Care Subsidy and eligibility based upon immunisation status](#)
- Children with 'Homeopathic Immunisation' will not be eligible to enroll in the service as is not a recognised form of immunisation
- Maintain a record of all cases of infectious illness (child and staff) via the **14.1.1 Infectious Disease Register**.

Educators will:

- Support the Service Manager to inform families about immunisation and maintaining their status

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- Remain up-to-date with their own vaccinations to protect themselves as well as children in their care
- Consistently implement Story House health and hygiene policy and procedures.
- Implement and refer to recommendations outlined in [Staying Healthy and preventing infectious diseases in early childhood education and care services \(5th Ed\)](#)
- Immediately contact a child’s parent / guardian if signs of illness are observed.
- If illness signs (e.g. rash, fever or vomiting) indicate the child may be contagious and /or the child is too ill to participate in program, it is at the discretion of the nominated supervisor to ask the parent / guardian to collect their child from the service. This decision will be based on the health and wellbeing of the child and other children at the service.
- Follow the directions of the states *Public Health Unit of an infectious illness* outbreak within the service or community

Families will:

- Families will not commence at a Story House Service without supplying an immunisation statement to the service
- Families must provide the service with an updated immunisation statement (twice a year) as per the “no jab no play regulations”
- Notify the service immediately if their child has been diagnosed with a vaccine preventable disease or has been in contact with someone who has been diagnosed with a vaccine preventable disease.
- Follow the direction and advice of the Service Manager in the event of a vaccine preventable disease outbreak at the service.

Approved documentary evidence of vaccination to be provided to the service

- Approved documentary evidence must be either:

1. An official record issued by the [Australian Immunisation Register \(AIR\)](#).
2. A letter from a recognised immunisation provider (e.g. a GP or immunisation nurse).

- The *Red Book (Queensland Health)* (or other state-based Personal Health Record) and non-Australian government vaccination records are **NOT** recognised as approved documentary evidence.
- Documentary evidence must clearly indicate whether a child's immunisation status is ‘up-to-date*’ or ‘not up-to-date’ as per the National Immunisation Program Schedule
- Parents / guardians can obtain an immunisation history statement for their child:
 - through [Medicare Online Account](#)
 - through [Express Plus Medicare mobile app](#)
 - by calling the Australian Immunisation Register (1800 653 809)
 - in person at a local Medicare or Centrelink Office.
- For those children enrolled without child being fully immunised, their doctor or immunisation provider needs to certify that the child:
 - Is on an eligible catch-up vaccination schedule, OR
 - Have an approved exemption from the requirements due to medical reason (such as anaphylactic reaction to vaccine or has a disease which lowers immunity).

A copy of which must be submitted to the service (prior to enrolment).

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- A child who has been vaccinated in another country meets the immunisation requirements if a recognised immunisation provider completes and signs the Australian Immunisation Register immunisation history form **(IM013)** for the vaccines administered overseas and provides a signed letter detailing the vaccines to then be provided to the service (before commencing enrolment).

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