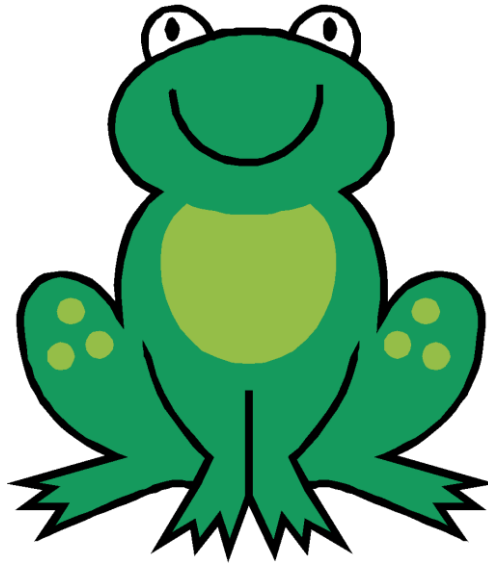


2023



Bimbadeen Pre-School Incorporated

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Service Incorporation No: A0026328K

ABN 76 473 379 826

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WELCOME

Welcome to Bimbadeen Pre-School. Our hope is that all children and their families who attend our service have an engaging experience filled with wonder and learning facilitated by play. This 'green book' explains some of the ways in which we operate and what is expected of you and your child. If you have queries on any topics in this book, please do not hesitate to ask our staff or committee members. There is space provided at the back of the book for notes/questions that may arise as you read.

CENTRE PHILOSOPHY

Bimbadeen Pre School is committed to the safety, participation, and empowerment of all children, as reflected in our *Statement of Commitment to Child Safety and Wellbeing*.

We would like to acknowledge the Wurundjeri people as the traditional owners of the land our Kinder is on and pay our respects to elder's past, present and emerging.

We are a family centred practice and believe that all children come to our service as part of a family, we acknowledge the family as the first educator for every child. Together we welcome and acknowledge the diversity of families within our community and are committed to open communication regarding each child's progress and goals including program suggestions, sharing of talents or other interests that the family bring to our service.

We have high expectations for all children and believe all are individual learners who develop skills through exploration within a play-based curriculum. Open-ended experiences are provided to empower the children with the feeling of success and achievement providing an intrinsic motivation to learn. Children learn best through play, and we recognise that this play needs to be based on their interests, so that it is meaningful for them. It is our role as educators to help enhance and extend the skills of all children through intentional teaching methods developed around these interests.

Respect for our environment and learning spaces within our centre is a high priority as we connect with our community and the world around us, with our beliefs and practices that are sustainable.

Within the kinder and wider community, we are committed to implementing a strong program to support the principles and practices of the Early Years Learning Framework for Australia and the Victorian Early Years Learning and Development Framework.

We encourage each child to reach their potential in relation to individual abilities, learning styles and interests. Our Philosophy forms the basis of the

service we provide, and we refer to it as the link between where we are coming from and where we are heading.

STATEMENT OF COMMITMENT TO CHILD SAFETY AND WELLBEING

Bimbadeen Pre-school is committed to:

- Creating a safe and inclusive environment where the identity and culture of **all** children and their families is respected and valued. We acknowledge the particular needs of Aboriginal and Torres Strait islander children, children from culturally and/or linguistically diverse backgrounds, children with a disability, children who identify as non-binary or gender diverse and children in out of home care or custodial settings.
- Always fulfilling our duty of care and legal obligations to protect children and prevent any reasonable or foreseeable risk of injury or harm. Ensuring that all stakeholders (Approved Provider, Committee of Management, Educators and staff) are aware of their information sharing and reporting obligations through the facilitation of ongoing training opportunities.
- Fostering opportunities for each child to participate, express their views and to learn and develop alongside their peers, to the best of their ability.
- Actively empowering children and increasing their awareness and knowledge of their right to feel safe at all times through age-appropriate child safety language and programs.
- Identifying, confronting and not tolerating any incidences of racism. Everyone who is a part of our service has the right to participate equally and freely, regardless of their cultural background, characteristics or beliefs.
- Upholding robust recruitment and ongoing human resources processes for all stakeholders to support the safety and wellbeing of children at all times.
- Emphasising the importance of continuous improvement of child safe practices, actively seeking and valuing feedback from children, families and communities.

STATEMENT OF COMMITMENT OF CULTURAL SAFETY FOR ABORIGINAL AND TORRES STRAIT ISLANDER CHILDREN AND THEIR FAMILIES

As a community, Bimbadeen Pre-School is committed to:-

- Respecting and valuing the diverse and unique identities and experiences of Aboriginal and Torres Strait Islander children and their families.
- Supporting Aboriginal and Torres Strait Islander children to express their culture and enjoy their cultural rights.
- Provides opportunities for all members of our community to learn and express appreciation of Aboriginal and Torres Strait Islander cultures and histories as part of our curriculum.
- Ensuring that all policies, procedures, systems and processes are inclusive and culturally respectful to Aboriginal and Torres Strait Islander children and their families.
- Actively support and facilitate the participation and inclusion of Aboriginal and Torres Strait Islander children and their families and to identify and address any barriers to participation.
- Adopting measures that ensure that incidents of racism are identified, confronted and not tolerated by any member of the community.
- Reviewing our commitment through ongoing reflection, professional development and through establishing connections with Aboriginal and Torres Strait Islander organisations and communities.

EARLY YEARS LEARNING FRAMEWORK FOR AUSTRALIA

This is a national approach to children's learning across the whole of Australia.

It covers all services that support learning and development of children aged 0 - 8 years. Services include maternal and child health, family day care, long day care, schools and pre-school. It provides guidelines for how services provide support for the families and children in their care.

It addresses areas such as programming, equity, diversity and reflection. It is also looking at transition to school, whereby services collaborate to meet the needs of individual families. Further information is available to families in many different forms – program plans, noticeboards, booklets and so on.

FREE KINDER

Three and four-year-old kindergarten programs are free for all families in 2023 as a part of the Victorian Government's Early Childhood Reforms. The kindergarten will receive the funding directly from the Government, you will not have any out-of-pocket fees or have to claim money back.

For three-year-olds, a free kinder program will be provided for between 5 and 15 hours per week.

Four-year-olds, the free kinder program will be provided for 15 hours per week.

You are only able to access a funded kindergarten program and the free kinder subsidy at one service at a time (ie you cannot claim the free kinder subsidy for a sessional kindergarten program and for a program in long day care)

STAFF

Blue Group (4-year-old)

Director/Educational Leader:

Brie Allen

Bachelor of Early Childhood Education

Educator:

Samantha Barrett

Diploma of Social Science (Childcare Services)

Green Group (4-year-old)

Director/Nominated Supervisor:

Gillian Anders

Diploma of Teaching (Early Childhood)

Educator:

Tanya Crawford

Diploma of Children's Services (Early Childhood Education and Care)

Red Group (3-year-old)

Director/Nominated Supervisor:

Gillian Anders

Diploma of Teaching (Early Childhood)

Educator:

Kerry Walker

Certificate III
Early Childhood Education and Care

SESSION TIMES FOR 2023

Blue Group (4-year-old)

Monday 11am – 4.30pm
Tuesday 8am – 12 noon
Thursday 8am – 1.30pm

Green Group (4-year-old)

Tuesday 12.30pm – 4.30pm
Wednesday 8am – 1.30pm
Friday 8am – 1.30pm

Red Group (3-year-old)

Monday 8am – 10.30am
Thursday 2pm – 4.30pm

TERM DATES FOR 2023

Term 1	30 th January – 6 th April (Week 1 will consist of interviews) (Staff commence on Friday, 27 th January)
Term 2	24 th April – 23 rd June
Term 3	10 th July – 15 th September
Term 4	2 nd October – 19 th December

Student Free Days (Staff Days)

Friday, 27th January and Monday 30th January 2023

Interviews will be held during week one (Tuesday 31st January – Friday 3rd February 2023)

Wednesday, 20th December 2023 – Clean Up Day

WHAT IS PRE-SCHOOL?

The pre-school year helps children prepare for the 'outside world' in the form of group contact.

The program is based on play – and through their play the children are in fact learning skills and attitudes which will be valuable to them throughout their lives.

A program is planned on a fortnightly cycle based on the children's ideas, our observations of them (noting their strengths, needs, interests and developmental levels) and parent input through focus letters.

The various experiences offered at pre-school encompasses the curriculum framework's five learning outcome areas. Excursions and special visitors complement the program.

Socially, the child is learning to live with others by sharing and taking turns, by leading at times, and at other times being led by others. In other words, they are learning to understand the importance of developing respectful relationships and being part of a team.

Creativity is encouraged using paint, collage, finger-paint, sand, water, drawing, music and movement.

Imaginative play is fostered through small open-ended play spaces, the home corner and props such as scarves, bags, steering wheels and ladders. Through imaginative play children are able to explore and understand ideas and feelings.

Physical skills are developed through climbing, cutting and pasting, threading and woodwork.

Intellectual growth is stimulated through problem solving during play, puzzles, books, discussions and excursions. The child learns to express themselves better through stories, poetry and discussions.

STARTING PRE-SCHOOL

Starting pre-school is a big step for your child – it may be their first separation from you and their home environment.

To help settle in, the children will be attending in small groups for shorter sessions at first.

Each child separates happily from their parents in their own time. Staff and families can work together to achieve this.

Please ensure you are punctual in dropping off and collecting your child. Come right into the room on arrival and departure. It is important for us to greet each child on arrival and release them into your care on departure.

DIRECTORS' RESPONSIBILITIES

The Directors are responsible for overseeing the service and ensuring that it runs according to the National Regulations 2011, the National Law 2010 and service policies.

The Directors, in partnership with the Educators, are responsible for the planning and implementing a developmentally appropriate program for the children in the pre-school.

The three-year-old and four-year-old Directors and Educators have one non-contact session per week – Red Group on Monday afternoons, Blue Group on Tuesday afternoons and Green Group on Tuesday mornings. Appointments can be made at these times which allow uninterrupted discussions should you have any concerns about your child. During these sessions, the staff also prepare materials, plan programs, keep records (which parents have access to), attend meetings, etc.

The Directors present written reports to the Committee of Management at monthly meetings and attend regular regional meetings as well as seminars and conferences on early childhood.

Parents on duty should be mindful that while on the kinder premises, the Director is also responsible for any other children that are within the kinder grounds. This is also the case for drop off and the collection of children. It is important that parents and carers supervise their children at all times.

COMMITTEE OF MANAGEMENT

Management of the pre-school rests with the Committee of Management elected from members (parents with a child enrolled at the service) of Bimbadeen Preschool Incorporated. The affairs of the pre-school are attended by the Committee and staff in accordance with the rules and regulations as laid down under the Education and Care Services National Regulations 2011, the *Education and Care National Law Act 2010* and in accordance with the Associations Incorporation Reform Act 2012.

Parents of children attending the pre-school gain automatic membership of the Bimbadeen Pre-school Association.

The primary functions of the Committee of Management are to ensure the services provided are in accordance with the terms set down in the Education and Care National Regulations and law, policies and practice and that the pre-school operates on a balanced budget.

The responsibilities of the various membership positions of the Committee have been provided and all members are encouraged to nominate for the Committee and take an active part in supporting the management of the pre-school service.

Clear policies and procedures have been developed, ensuring everyone using the pre-school understands the operation of the centre. These policies, together with other information, are displayed on the notice boards at Bimbadeen Pre-school.

ATTENDANCE REGISTER/SIGN-IN BOOK

It is a requirement of the Department Education and Training (DET) that children be signed in and out of the pre-school. A register is kept at the entrance of the playroom where you can sign in and out and record the time. If you are not picking up your child, please record the name of the authorised person who will be collecting him/her in the space provided. Please let the staff know of any changes. Daily authorisation slips are available near the sign-in book for occasions when someone other than your authorised contacts will collect your child.

This register is very important in case of emergencies as it is our only record of who is present at any given time. For this reason, time noted should be **exact** (use the clock provided). Please do not sign your child out before you have collected them from inside.

LATE PICK UP FROM PRE-SCHOOL

Families will nominate emergency contacts at the initial interview. This information is to be updated each term. A form will be supplied for this purpose.

If a child has not been collected after 15 minutes from the end of a session, the Director will begin to follow the procedures set down in the centre's Delivery and Collection of Children Policy.

We realise that parents can be delayed, however, please ring the pre-school to let staff know of your delay.

PARENTING ARRANGEMENTS/CUSTODY

If there is a custody dispute between parents of a child and there is any kind of legal documentation regarding this matter, it needs to be made available to the Director. (This information will be treated with the strictest of confidence). The pre-school staff have no legal right to prevent a non-custodial parent from taking a child from the pre-school if there is no legal documentation available.

WHAT TO BRING

Each child will require a named kinder bag to carry a full set of named, spare clothing, a lunch box/bag, a drink bottle of water and artwork.

Please do not allow children to bring toys from home as they are easily lost or broken.

Blue and Green Groups (4-Year-Old)

Children in the four-year-old program will need to bring the following food:

- A **small healthy snack** each session in reusable containers and a drink bottle of water.
- On the longer sessions (5.5 hours) the children will also require a **healthy lunch**.

Red Group (3-Year-Old)

Children in the three-year-old program will need to bring the following food:

- A **small healthy snack** each session in reusable containers and a drink bottle of water.

At the beginning of the year, we will send home a newsletter with food suggestions, taking into account our policies and food allergies/ intolerances.

No food items will be shared and any uneaten food will be sent home.

Some examples of suitable food items are:

- prepared fruit/vegies, dried fruits, dry biscuits, sandwiches, rolls, raisin bread/toast, salad, yoghurt and cheese.

We prefer that you save sweet biscuits, lollies, cakes, chips etc for other times or at home.

Winter Months

Gumboots/slippers/coats/gloves/woollen hats (all clearly named).

BIMBADEEN IS A SUN SMART CENTRE

This pre-school is committed to ensuring protection from harmful effects due to exposure to the sun and ultraviolet radiation during all aspects of the program and at any events organised by the pre-school.

As part of the pre-school's Sun Protection Policy, those attending the pre-school will be required to wear a sun hat, which provides shade to the face, back of the neck and ears, broad-brimmed or legionnaire style, such as a **broad-brimmed or legionnaire style** sun hat. We encourage children to leave their sun hats in their art pockets. Minimum clothing required is a tee shirt with sleeves or equivalent.

When UV levels are 3 or above:

SPF 50+ or (30+ and above) broad-spectrum water-resistant sunscreen should be applied before children come to pre-school. It is recommended that sunscreen be applied 20 minutes before going outside and reapplied every two hours.

During the four-year-old sessions, children will reapply sunscreen (provided by the service) under the supervision of staff.

During your child's interview, we will ask each parent to test the kinders sunscreen on their child. If for any reason your child is unable to use the pre-school's sunscreen, you will need to provide a named sunscreen of their own which will be kept at the kinder.

CLOTHING

Children should wear comfortable, easy to manage clothing (e.g. no belts, buckles, braces which children cannot undo) that is clearly named. Long dresses are not appropriate as they hamper children's movements and may be dangerous. Footwear should be sturdy and not encumber children's play. Closed toe shoes are recommended, and thongs and crocs are not appropriate.

Hats, t-shirts and windcheaters featuring the Bimbadeen logo are available for purchase from our uniform supplier. Uniforms can now be purchased online from Eduthreads www.eduthreads.com.au. As many children will be wearing the same clothing, please be sure to clearly name your child's clothes.

WHAT IS PROVIDED?

- All smocks and protective clothing for messy activities.
- Soap and hand-driers in the bathroom.
- Sunscreen (reapplication during the session).
- A library bag from Term 2 (four-year-old groups).

HEALTH & ILLNESS

Many childhood illnesses, both mild and serious, begin with similar symptoms such as loss of appetite, sniffles, runny eyes, etc. It is in the interests of all the children that care is taken not to send an unwell child to pre-school.

Many children will be disappointed if they are unable to come to pre-school when they are ill, but parents need to make it quite clear to the child that there is no choice in the matter - it is a parental decision not the child's. We ask for parent support in this matter.

Under COVID-19 risk mitigation measures, no child should attend the pre-school if they are unwell, and only return once any symptoms have ceased.

If your child is to be away from pre-school for any reason, especially if they are sick, would you please let the staff know as it may be relevant to the day's program.

In the event of accident or illness at pre-school, the following steps will be taken:

1. Parent will be contacted and requested to take the child home.
2. If parent is unavailable, emergency contact will be notified and asked to take the child home.
3. Child will be made comfortable away from the other children until the parent or emergency contact comes to pick them up.
4. Child will be under constant supervision until taken home.
5. All details pertaining to the incident will be recorded in the Accident/Injury/Illness Book and will require the name and signature of the person collecting the child.

If an injury is serious and the parents cannot be contacted, the child will be taken to hospital by ambulance. Parents will be responsible for any costs incurred, including ambulance expenses. If you have ambulance insurance, please record these details on your child's enrolment forms.

Gastric infections are highly contagious, especially amongst the young. Should your child have an attack of vomiting or diarrhoea, please do not send them back to pre-school until they have been well for at least 48 hours.

Parents will be informed of any outbreak of an infectious disease within the centre. Please familiarise yourself with the information about infectious diseases, which you will find at the back of this book.

ADMINISTRATION OF MEDICATION

Written permission must be supplied for staff to administer medication. Any necessary medication must be provided in the original container bearing the original label and be in date. All details will be recorded in the Medication Book and must be signed by a parent or guardian.

MEDICALLY RELATED TREATMENTS

Parents must inform the pre-school of any allergies or illnesses which will require medication or specific treatment should they occur, e.g. asthma, anaphylaxis.

The pre-school will supply families with relevant forms to be filled out and signed by a doctor.

Parents will be required to sit with the Director and complete a communication plan and risk minimisation form. The original forms will be kept by the pre-school and parents will be given a copy.

All medication required must be supplied to the pre-school to be kept on the premises at all times.

The child cannot attend the pre-school until all of these steps have been completed and the required documentation has been provided.

FAMILY INVOLVEMENT

Children gain the most from the pre-school years when there is a close link between home and pre-school. You are the first educators of your child, so we value your input, suggestions, up to date information and ideas to enhance the pre-school experience.

At the start of the year, we will have small group interviews to discuss your expectations and goals for your child and this will be incorporated into program planning.

Throughout the year, further opportunities to give feedback to the staff and service will be done through a variety of ways, including Storypark, children's focus group letters, our 'Feedback' folder surveys.

You will be given regular opportunities to access your child's developmental records as well as actively participate in the program.

PRE-SCHOOL DUTY

A voluntary duty roster is offered for each term. All families (this can include parents, grandparents or caregivers) are asked to help as often as they can.

In Alignment with the new Child Safe Standards, it is requested that all parent helpers have a current Working With Children Check. These are free for volunteers and last for five years.

Duties include assisting in the playroom with the children, preparing for snack time, washing the dishes and some cleaning. It is a wonderful opportunity for your child to introduce you to their friends and share a variety of fun (developmentally appropriate) activities.

It will also give you a chance to observe your child within the group and have a general discussion about your child's progress with the teaching team.

We do appreciate your help on these days and rely on you to help keep the pre-school sessions operating smoothly.

When working with the children it is important to remember that any knowledge you gain about a child/children must remain strictly confidential.

Any parent who would like to be involved in the program with some special interest or skill to share is most welcome.

When helping at pre-school, for any reason, parents need to sign the Volunteers' Register for insurance purposes. This is done both on arrival and departure and should include the names of any siblings accompanying you. The register is located in the kitchen.

Please note that COVID-19 may impact upon parent opportunities to participate in the program, including parent duty.

COVID-19

Other aspects of the program may also be impacted from time to time due to COVID-19 including incursions, excursions, pick-up and drop-off procedures, orientation and children's birthday celebrations. We will inform parents of any of these changes as they occur throughout the year.

EMERGENCY PROCEDURES

The evacuation and lockdown procedure will generally remain the same for most emergencies.

The plans have the basic essentials in mind:

1. to ensure children and adults safety.
2. obtain required assistance via the fastest means as well as contact the Committee of Management.

All parents are expected to make themselves familiar with the detailed Emergency Management Plan. This is on display at all exits of the pre-school.

FRONT GATE SECURITY

To comply with child safe standards, we have a keypad lock on the front entrance gate to the pre-school. A PIN number for the gate will be provided to you. In case you forget your PIN, please ring the doorbell.

PARKING

Please park on the pre-school side of Bimbadeen Drive to ensure the children's safety. Do not park in front of the fence near the footpath outside the pre-school – this was installed to give a better view of the street. 'No Standing' signs are in place and they are policed by the local council. Please advise other people who are collecting or dropping off your child where to park.

EXCURSIONS

Excursions and off-site events will occur as an extension of the program that is currently running.

Signed consent forms must be returned to the pre-school or the child will be unable to attend.

Parents will be encouraged to participate to ensure that there is a minimum ratio of adults to children (determined by the type of excursion through a 'Risk Assessment Matrix'). We request that toddlers do not accompany supervising adults, unless the Director states otherwise.

If there is any change or delay to the excursion, parents will be notified immediately. If a parent (in the case of an emergency) needs to contact staff during an excursion, they can call the pre-school mobile phone on 0408 565 360.

Before the excursion, the children will be involved in road safety discussions with the staff. Before the group leaves the pre-school, the Director will provide

information and procedures to the adult volunteers who will be supervising children during the excursion.

STORYPARK, NOTICES AND NEWSLETTERS

Storypark is a secure, private online space to ensure that you receive timely information regarding your child through the Storypark platform. You can choose to add your own photos and stories or leave comments and feedback for children's educators. You can also choose to share stories with other family members if you wish.

Storypark will also be used to post important information to families and will be our primary form of communication.

Other correspondence from the Committee and teaching staff may be provided to you as a paper copy and placed in the individually named, group colour-coded pockets on the verandah or sent to you via email.

The Committee provides a newsletter called 'The Kinder Kronicle' to keep you up to date with what is happening at pre-school. The 'Kinder Kronicle' will be forwarded to you via Storypark.

The Committee and teaching staff also use other forms of communication such as Facebook, our pre-school's website and Instagram.

Educational programs and information regarding the Early Years Learning Framework will be displayed on the notice boards; please check these and your child's notice pocket regularly.

The large notice board located on the verandah (near the entry) has information on local events, concerts, courses etc., as well as information on schools. The other notice boards have information on the pre-school's policies, committee contact details etc.

PARENT LIBRARY

The library is located in the kitchen on shelving near the fridge.

There are numerous books related to a variety of parenting issues. Authors include Steve Biddulf and Dr Chris Greene. These books are available for loan, simply fill in your details in the exercise book. Some titles are very popular, so you may have a short wait.

Also, we have many leaflets available for you to keep. Topics covered include tantrums, sleeping/eating issues, interrupting, traveling in the car. You can help yourself to any of these leaflets or ask staff for assistance.

LOST PROPERTY

Lost property is stored in the bottom draw of the sign-in/out stand. Please check regularly.

BIRTHDAYS

We like to celebrate children's birthdays at pre-school and parents may send party treats for each child in the group. As the pre-school comes under the National Quality Framework and is required to implement a healthy eating policy, we encourage parents to send non-food treats such as mini party bubbles or stickers, etc. **There is no obligation to provide anything; we will still celebrate the day.** If your child's birthday is not on a pre-school day, we will celebrate on the nearest session.

We also ask if you are giving out party invitations to please place them in the children's notice pockets located in the entry area at the front verandah.

FUNDRAISING

Throughout the year the pre-school conducts fundraising activities. The reason we fundraise is that we are only partially funded by the government. The funding we receive is spent on the wages of our wonderful staff and to cover the basic running costs of the pre-school including rates, utility, telephone, cleaners, bookkeeper, superannuation, workcover, art and craft supplies, toys and books. To ensure we continue to provide a quality service now and into the future, we conduct fundraising to supplement the additional costs our pre-school incurs. There will be two to three fundraisers per term. Some examples of our fundraising include gold coin donation for special days e.g. crazy hair day and footy day, purchasing goods for Easter/Christmas raffles and the Bunnings BBQ. If at any time throughout the year you are able to offer any additional goods or services, these would be gratefully accepted.

POLICIES

Every pre-school in Victoria is governed by a set of policies. Each year these policies are updated to ensure they comply with state and national legislation.

Please take the time to read the full versions of our policies which are available in a folder at the kindergarten, and on our website (www.bimbadeenpreschool.com.au). A selection of the most relevant policies will be emailed to you.

Minimum period of exclusion from primary schools and children's services¹ for infectious diseases cases and contacts

Public Health and Wellbeing Regulations 2019

Schedule 7

Column 1 Number	Column 2 Conditions	Column 3 Exclusion of cases	Column 4 Exclusion of Contacts
1	Chickenpox	Exclude until all blisters have dried. This is usually at least 5 days after the rash appears in unimmunised children, but may be less in previously immunised children	Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded
2	Conjunctivitis	Exclude until discharge from eyes has ceased	Not excluded
3	Cytomegalovirus (CMV) infection	Exclusion is not necessary	Not excluded
4	Diarrhoeal illness*	Exclude until there has not been vomiting or a loose bowel motion for 24 hours	Not excluded
5	Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later	Exclude family/household contacts until cleared to return by the Chief Health Officer
6	Glandular fever (Epstein-Barr Virus infection)	Exclusion is not necessary	Not excluded
7	Hand, Foot and Mouth disease	Exclude until all blisters have dried	Not excluded
8	Haemophilus influenzae type b (Hib)	Exclude until 48 hours after initiation of effective therapy	Not excluded
9	Hepatitis A	Exclude until a medical certificate of recovery is received, but not before 7 days after the onset of jaundice or illness	Not excluded
10	Hepatitis B	Exclusion is not necessary	Not excluded
11	Hepatitis C	Exclusion is not necessary	Not excluded
12	Herpes (cold sores)	Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible	Not excluded
13	Human immuno-deficiency virus infection (HIV)	Exclusion is not necessary	Not excluded
14	Impetigo	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing	Not excluded
15	Influenza and influenza like illnesses	Exclude until well	Not excluded unless considered necessary by the Chief Health Officer
16	Leprosy	Exclude until approval to return has been given by the Chief Health Officer	Not excluded
17	Measles	Exclude for at least 4 days after onset of rash	Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of exposure with any infectious case, or received Normal Human Immunoglobulin (NHIG) within 144 hours of exposure of any infectious case, they may return to the facility
18	Meningitis (bacterial —other than meningococcal meningitis)	Exclude until well	Not excluded
19	Meningococcal infection	Exclude until adequate carrier eradication therapy has been completed	Not excluded if receiving carrier eradication therapy
20	Mumps	Exclude for 5 days or until swelling goes down (whichever is sooner)	Not excluded
21	Moluscum contagiosum	Exclusion is not necessary	Not excluded
22	Pertussis (Whooping cough)	Exclude the child for 21 days after the onset of cough or until they have completed 5 days of a course of antibiotic treatment	Contacts aged less than 7 years in the same room as the case who have not received three effective doses of pertussis vaccine should be excluded for 14 days after the last exposure to the infectious case, or until they have taken 5 days of a course of effective antibiotic treatment
23	Poliovirus infection	Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery	Not excluded
24	Ringworm, scabies, pediculosis (head lice)	Exclude until the day after appropriate treatment has commenced	Not excluded
25	Rubella (German measles)	Exclude until fully recovered or for at least four days after the onset of rash	Not excluded
26	Severe Acute Respiratory Syndrome (SARS)	Exclude until medical certificate of recovery is produced	Not excluded unless considered necessary by the Chief Health Officer
27	Shiga toxin or Verotoxin producing Escherichia coli (STEC or VTEC)	Exclude if required by the Chief Health Officer and only for the period specified by the Chief Health Officer	Not excluded
28	Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well	Not excluded
29	Tuberculosis (excluding latent tuberculosis)	Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious	Not excluded
30	Typhoid fever (including paratyphoid fever)	Exclude until approval to return has been given by the Chief Health Officer	Not excluded unless considered necessary by the Chief Health Officer

Regulation 111

A person in charge of a primary school, education and care service premises or children's services centre must not allow a child to attend the primary school, education and care service premises or children's services centre for the period or in the circumstances:

* specified in column 3 of the Table in Schedule 7 if the person in charge has been informed that the child is infected with an infectious disease listed in column 2 of that Table; or

* specified in column 4 of the Table in Schedule 7 if the person in charge has been informed that the child has been in contact with a person who is infected with an infectious disease listed in column 2 of that Table.

*Diarrhoeal illness includes instances where certain pathogens are identified including Amebiasis (*Entamoeba histolytica*), Campylobacter spp., Salmonella spp., Shigella spp. and intestinal worms, but is not limited to infection with these pathogens.

Further information

Please contact the Communicable Disease Prevention and Control Section on 1300 651 160 or visit www2.health.vic.gov.au/public.health/infectious-diseases/school-exclusion

¹ Children's services cover the terms 'education and care service premises' or 'children's services centre' used in the regulations. It includes centres such as childcare centres and kindergartens.

NOTES:

