

4.23 COVID-19 POLICY

Policy Statement

This Policy is valid from 6 April 2020 to such time as the Government declares an end to the COVID-19 Early Childhood Education and Care Relief Package (ECECRP) and COVID-19 Pandemic.

All Oatley OOSH Care (OOC) Policies and Procedures remain in place with the exception of the following

Considerations

- NSW Department of Health
- Oatley OOSH Care Risk Assessment Pandemic – Covid 19
- COVID-19 Early Childhood Education and Care Relief Package
- NSW Health

Procedures

- * During this time of the Pandemic, our regular staff:child ratios will be maintained; however, attendances will be determined by the space available at each Service, taking into account social distancing measures (refer to Pandemic – Covid 19 Risk Assessment).
- * Attendances for Vacation Care will be capped at 50 places per day unless we have more essential services workers needing care.
- * All Fees owing up until Friday 3 April 2020 must be paid in full. OOC reserves the right to refuse care if fees are not paid.
- * From Monday 6 April 2020 the new 'COVID-19 Early Childhood Education and Care Relief Package' will come into effect.
- * Bookings for Vacation Care will be restricted to only those families that have existing Enrolments with our Services (new Enrolments will be considered for essential workers only or children deemed at risk).
- * Priority will be given to families under the ECECRP funding rules of:
 - Essential frontline workers including doctors, nurses, police, paramedics, educators, aged care workers, hospital staff, retail staff, transport, telecommunications, energy and water employees and other essential government employees.
 - Vulnerable children or children at risk as deemed by the state.
 - Proof of Employment may be required.
 - Any other Enrolments. Will be assessed case by case as necessary.
 - Parents working (not deemed as an essential worker) from home will be able to enrol their child/ren into Vacation Care for a 4hr period between 10.00am and 2.00pm.
- * During the Pandemic families can pick up extra sessions as required. Once the Pandemic is over, bookings will revert to the families original Bookings for Before and After School Care. However, if no Waiting List is in place families will be able to retain the extra sessions.
- * If a child presents to the Service with a cough, sneezing, runny nose or temperature they will be refused care and will not be able to return to the Service until they are able to provide a Letter of Clearance from a medical practitioner. Children should not have had Paracetamol/Ibuprofen in the twelve hours before their attendance (as they mask symptoms that may be present). If they have had either of these two medications in that period they must be kept at home.
- * If an Educator presents to the Service with a cough, sneezing, runny nose or temperature they will be unable to work their allocated shift and will be required to provide a Letter of Clearance from a medical practitioner before they are able to resume normal duties.
- * All Educators, children and parents who have recently travelled overseas must stay isolated at home for 14 days after they return. If they develop flu-like symptoms, they should call their doctor to arrange testing or go directly to a COVID-19 clinic or emergency department.
- * Parents/Guardians who have symptoms of the Coronavirus or who have been in contact with someone that has symptoms of the Coronavirus will not be allowed to drop off or pick up their child/ren from the Service. They will need to organise another authorised person to drop off or collect their child/ren.

- * When Parents/Guardians arrive at the Service to drop off or pick up their child/ren, they will not be able to access the OOSH room. The Sign In/Out Ipad will be set up on the lockers outside. The Educators will inform the child/ren that their Parent/Guardian has arrived. The child will collect their bag from the bag area and meet their Parent/Guardian at the designated Sign Out area.
- * Families have an obligation to OOC Staff and other users to ensure they are self-isolating and social distancing as per Government Guidelines to reduce the likelihood of infection and spread of COVID-19 to any of our Staff and clients. If you or someone in your family have been in contact with someone who has a known case of COVID-19 it is important that you follow NSW Health guidelines <https://www.health.nsw.gov.au/Infectious/alerts/Pages/coronavirus-faqs.aspx> and do not bring your children to the Service.

Date endorsed: 04/2020
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