

COVID-19

Management of confirmed cases within early childhood education and care services

Approved Providers must have a process for managing a child, family member, educator or staff member testing positive for the virus as part of a service's COVID-19 risk mitigation strategy.

General health advice from the NSW Government

Anyone with cold or flu-like symptoms, even if very mild, should **not** attend the service, and should get a COVID-19 test as soon as possible. COVID-19 symptoms include:

- fever (37.5°C or higher);
- cough;
- sore/scratchy throat;
- shortness of breath;
- loss of smell or taste;
- other symptoms include fatigue, runny nose, muscle or joint pain, headache, diarrhoea, nausea/ vomiting and loss of appetite.

Anyone being tested for COVID-19 must stay at home (and self-isolate) until they get a negative test result and are well.

POSITIVE RESULT IDENTIFIED



- NSW Health Public Health Unit (PHU) will advise positive COVID-19 test results to:
 - Nominated Supervisor/Approved Provider
- Providers must notify the Department of Education Early Childhood Education Directorate.
- The service/Approved Provider must advise families of a positive COVID-19 test result where the person has been in attendance whilst infectious in consultation with PHU.
- The service will be required to undertake contact tracing under the advice from the PHU.
- PHU will advise close contacts of the requirement to self-isolate for the required period and other relevant health advice.
- This is a **serious incident** and you should notify the Department within 24 hours via the [ACECQA portal](#).
- The Approved Provider should also report the incident to NSW Safe Work on 13 10 50.

CLOSURE



If the PHU advises that your service needs to **close**, you must immediately:

- notify families to arrange for the collection of children or advise families that the service will be non-operational for the relevant period as soon as possible.
- notify the Department of Education via the [ACECQA portal](#) (services regulated under the NQF) or via the Information and Enquiries line on 1800 619 113 or email ececd@det.nsw.edu.au. Notify as soon as possible, within 7 days.
- notify the Australian Government Department of Education Skills and Employment (ChildCare Subsidy payments) via email at CCSAssessments-NSWACT@dese.gov.au
- notify where required to NSW Safe Work on 13 10 50.



- NSW Health recommends cleaning using the NSW SafeWork cleaning guidance. The Staying Healthy in Childcare guidelines released by the National Health and Medical Research Council provide general infection control advice that is tailored to childcare settings. Further information can be found [here](#).

- Issue information to the families confirming you have completed the contact tracing process, that all relevant staff and children have been notified by NSW Health of the self-isolation requirements, and the facility has been appropriately cleaned and is ready to resume operations.
- The service will remain vigilant in applying their infection control procedures and communications with all who are affected, including:
 - Families
 - educators and staff
 - any other visitors.

- You must notify the relevant stakeholders once PHU advises your service can reopen. This includes updating your service's open/close status on the [ACECQA portal](#) and with the Australian Department of Education Skills and Employment (Childcare Subsidy payments) or contact the Information and Enquiries line.

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General Health advice for early childhood education and care services

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| <ul style="list-style-type: none"> • Children and staff must not attend if they are unwell, even if they have very mild symptoms. |
| <ul style="list-style-type: none"> • Staff and children should provide a negative COVID-19 test result prior to returning to the service if they have been unwell with flu-like symptoms. |
| <ul style="list-style-type: none"> • Services must remain vigilant in excluding staff and children for the required period where they have infectious illnesses or symptoms. |
| <ul style="list-style-type: none"> • Services should promote the need for staff to get tested and remain in self-isolation while they are waiting for test results. |
| <ul style="list-style-type: none"> • Services must ensure they have accurate records including names and contact information for all children and other persons working or visiting the service. These records must be readily available to enable contact tracing, including after hours and on weekends. |
| <ul style="list-style-type: none"> • Further information on COVID-19 is available via the NSW Health website. |