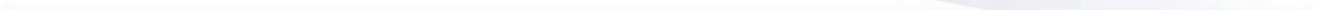




HELENA COLLEGE

COMMUNICABLE DISEASE POLICY



COMMUNICABLE DISEASE POLICY

Communicable Diseases

There are many communicable diseases that can affect children and young people, some common and others rare. A comprehensive list is available at the [Government of Western Australia's Department of Health](#).

Helena College is required to comply with in order to ensure effective and consistent public health service across the WA health system.

Helena College's Policy

Helena College is committed to providing a safe environment for all our students, staff and the College community.

It is our policy that:

- We comply with the Department of Health's *Control of Communicable Diseases Manual*;
- We implement clear guidelines for the management of communicable diseases;
- We provide education, support and resources for staff, parents/carers, students and the wider College community on dealing with communicable diseases;
- Administration first aid staff be trained to recognise symptoms of common communicable diseases and how to deal appropriately with children who become ill at College; and
- We inform the relevant public health unit of the occurrence of any notifiable diseases; and
- We will be guided by the Public Health Unit in regards to appropriate and responsible notification to the College community.

Parent/Carer Responsibility

Parents/carers are required to inform the College of any communicable illness or disease their child is diagnosed with and not allow them to attend College while infectious.

Immunisation Policy

Helena College encourages all staff and students to be vaccinated to protect them against the outbreak of vaccine preventable communicable diseases.

Immunisation records are requested upon enrolment and stored in student medical records which are maintained in accordance with our Medical Records (Student) Policy.

The Public Health Act requires certain immunisation requirements to be fulfilled before a child is permitted to be enrolled at Helena College, the College must collect information about the immunisation status of all students at the time of enrolment.

The only acceptable documentation are:

- An Australian Immunisation Register (AIR);

- Immunisation History Statement (IHS) that is no more than two months old on the day that it is sighted by the College; or
- A valid immunisation certificate issued by the Chief Health Officer.

Legislation prohibits the College from enrolling children in pre-kindergarten and kindergarten (before the compulsory education period) if that child's immunisation status is not recorded on their IHS, as being 'up to date' or are not within the exemption categories set out in the Public Health Act and the Public Health Regulations 2017 (WA).

In addition, the College is required upon request from the Chief Health Officer, to report any child enrolled at the College in Pre-Kindergarten and Kindergarten (or other years) whose immunisation status is 'not up to date'.

Infection Control Policy

In the event of an outbreak of a vaccine preventable disease, it may be necessary to restrict attendance of non-immune students, or implement restrictions to protect these students and prevent further spread of disease.

Pandemic Management

The College follows the protocols established by the WA Department of Education. A decision to close the College would be based on the expert advice from the WA Health Department's Chief Health Officer. Details of these protocols are published on the **Department of Education** website.

Incident Procedures

In the event a student becomes unwell at College with an infectious disease, immediate medical treatment should be provided following the procedures outlined in the First Aid Policy. Students should then be transferred to the care of a parent/carer.

Notification of Communicable Diseases

If a student or staff member has a communicable disease, the College will take action in accordance with the advice provided by the Department of Health in managing communicable diseases.

If the communicable disease is notifiable then the College's Community Relations team will:

- Report the matter to the local Public Health Unit and seek their advice on the appropriate course of action; and
- Act in accordance with the advice they provide.
- Send out any notification to the school community as directed by the Public Health Unit.

A full list of notifiable communicable diseases together with the notification procedures and contact numbers can be found on the Department of Health website.

Workers' Responsibility

All workers are responsible to ensure that they:

- Implement infection control practices to minimise the risk of exposure to communicable diseases for themselves and their students; and
- Be aware of communicable diseases which they have been vaccinated against and keep their immunisation records up-to-date.

Implementation

This policy is implemented through a combination of:

- Staff training and supervision;
- Maintenance of medical records;
- Effective incident notification procedures;
- Effective communication procedures with the student's parents/carers; and
- Initiation of corrective actions where necessary.

Reference Material

Western Australian Department of Health website.

Document Control

Title	Details
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Approving authority	Executive Team
Responsible Executive Member/s	Head of Senior Campus /Head of Junior School
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Policy Document Type	Policy
Policy Advisor (Name and Position)	Vanessa Kennedy – College Nurse
Policy Audience	Staff, Students, Parents/Guardians
School Registration Standard (if applicable)	Student Wellbeing