

Incident, Injury, Trauma and Illness Policy



Policy Relevant to:	All staff, Educators & families
Last Reviewed:	June 2023
Next Review:	April 2025
NQF:	85, 86, 87, 88, 89,93, 95, 97, 103, 104, 117, 161, 162, 168, 170, 171, 177, 183, S165, S174 (2)(a), S176(2)(a)
NQS:	2.1.2, 2.2, 2.2.1, 2.2.2, 2.2.3

Policy

Adventure Patch educators will take every reasonable step to ensure each child's health and wellbeing is supported. In the event of an incident, injury, trauma or illness, first aid will be administered and/or medical attention will be sought where required.

Purpose

Educators have a duty of care to respond to and manage illnesses, accidents, incidents, and trauma that may occur at Services to ensure the safety and wellbeing of children, educators and visitors. This policy will guide educators and team members to manage illness and prevent injury and the spread of infectious diseases and provide guidance of the required action to be taken in the event of an incident, injury, trauma or illness occurring when a child is educated and cared for.

Implementation

Under the Education and Care Services National Regulations, Adventure Patch must ensure that policies and procedures are in place for incident, injury, trauma and illness and take reasonable steps to ensure policies and procedures are followed. (ACECQA, 2021).

In the event of an incident, injury, trauma or illness all educators and team members will implement the guidelines set out in this policy to adhere to National Law and Regulations and inform the regulatory authority as required.

Adventure Patch services implements risk management planning to identify any possible risks and hazards to our learning environment and practices. Where possible, we have eliminated or minimised these risks as is reasonably practicable.

We are committed to minimise the spread of infectious diseases such as coronavirus (COVID-19) by implementing recommendations provided by the Australian Government-Department of Health and Safe Work Australia.

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Our Service implements procedures as stated in the Staying healthy: Preventing infectious diseases in early childhood education and care services (Fifth Edition) developed by the Australian Government National Health and Medical Research Council as part of our day-to-day operation of the Service.

We are guided by explicit decisions regarding exclusion periods and notification of any infectious disease by the Australian Government- Department of Health and local Public Health Units in our jurisdiction under the Public Health Act.

Related policies

Acceptance and Refusal of Authorisations Policy and Procedure
Administration of First Aid Policy and Procedure
Adventurous Play Policy
Enrolment and Orientation Policy
Health and Safety Policy
Infectious Diseases Policy and Procedure
Medical Conditions Policy and Procedure
Privacy and Confidentiality Policy
Record Keeping and Retention Policy
Safe Environment Policy and Procedure


Sources

Staying Healthy (5th Edition)
Education and Care Services National Law
Education and Care Services National Regulations

Review History

Policy Reviewed By:	Service Managers	Executive Team	June 2023
POLICY REVIEWED	June 2023	NEXT REVIEW DATE	April 2025
Modifications	<ul style="list-style-type: none"> • Policy maintenance • Added policy purpose and implementation section. 		
POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE	

Signed

CEO:	
Manager:	S. Norris