

What do we do if an educator or member of their family, a child, staff or a member of their family, tests positive to COVID-19?

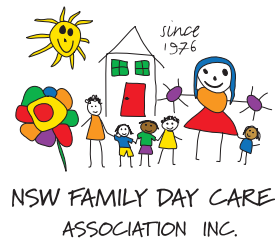
****Disclaimer: The content of this information is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content although obviously we have tried to ensure it. Information is provided on the basis that services and educators undertake responsibility for assessing the relevance and accuracy of its content. This information was prepared on 31 July 2020.*

All Family Day Care services should be prepared in case a child, an educator, staff or a family member is confirmed as testing positive to coronavirus (COVID-19).

To determine what you should do in each situation you need to be aware of the differences between close contacts and casual contacts.

- If anyone is a **close contact** of a person with confirmed COVID-19 infection in Australia, they need to be isolated for 14 days after they last saw that person. A close contact is someone who has been face to face for at least 15 minutes, or been in the same closed space for at least 2 hours, as someone who has tested positive for the COVID-19 when that person was infectious.
- A **casual contact** is defined as someone who has had face-to-face contact for less than 15 minutes cumulative over the course of a week, or been in the same closed space for less than 2 hours, with a person with a COVID-19 infection while they were infectious. A casual contact, you do not need to self-isolate unless you have symptoms.
- If a person has been in contact with a person identified as a close contact of another person with confirmed COVID-19 infection, they do not need to self-isolate (although the close contact does) and don't need take any other special precautions.

Below is an outline of some steps FDC services should take if someone in their service contracts COVID-19. NSWFDCA recommends each service develops a process to rapidly communicate with educators, families and your local public health unit now, before a positive test is notified.



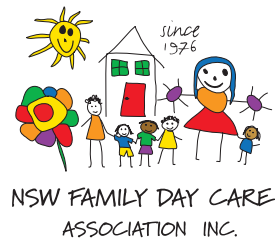
If an educator, child or family member of either gets tested for COVID-19

We are all being encouraged to get tested at the first sign of symptoms. Symptoms include fever, cough, sore/scratchy throat, shortness of breath, loss of taste or smell. Being tested because you have a cold, sore throat, fever does not mean that anyone should panic but:

- A child should not attend FDC between the time being tested and getting the result.
- An educator should not care for children between the time being tested and getting the result.
- An educator should not care for children if a member of their family who lives in their house is tested between the time being tested and getting the result.
- A child can still be cared for by their FDC educator if a member of their family is being tested but should not be dropped off by that family member.

If an educator or a family member who lives in their house is confirmed as having COVID-19

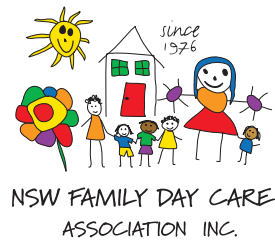
- The children the educator cares for and any family member of those children they have spent more than 15 minutes with are considered close contacts.
- The educator cannot provide care until they or their family have a medical clearance.
- They need to inform their service immediately and contact all families of children in their care for collection.
- The service must notify the Public Health Unit on 1300 066 055 and follow their advice. Where their advice differs from what is suggested here, follow their advice.
- Services must lodge a serious incident notification through the National Quality Agenda IT System (NQA ITS) within 24 hours or contact the Department's information and enquiries team on 1800 619 113.



- The service should contact families of other children being cared for by the educator and advise they get tested. These children should not be cared for by another educator till 14 days after they were last in care if it was their educator who is positive to COVID-19.
- After being cleared for work by their doctor, an educator should arrange a deep clean of their house. (Detailed advice is available from the Victorian Government about cleaning and disinfecting after a confirmed case of coronavirus (COVID-19) has been identified at a service - [Cleaning and disinfecting after a confirmed case of coronavirus \(COVID-19\) factsheet \(docx - 339.76kb\)](#) The technical information in this factsheet should be provided to cleaners contracted to clean an educator's house.

If a child who is cared for by your service is confirmed as having COVID-19

- The child cannot attend care until they have a medical clearance.
- The service must notify the Public Health Unit on 1300 066 055 and follow their advice. Where their advice differs from what is suggested here, follow their advice.
- Services must lodge a serious incident notification through the National Quality Agenda IT System (NQA ITS) within 24 hours or contact the Department's information and enquiries team on 1800 619 113 if a child tests positive.
- The child's educator is considered a close contact.
- The educator should be tested.
- The educator should not care for other children until their house has been deep cleaned and 14 days have elapsed since they were tested.
- The service should contact families of other children being cared for by the educator on the same day as the child with COVID-19 and advise they get tested as they are close contacts of the child.
- The children who were being cared for on the same day as the child or family member should not attend care for 14 days.
- The service should contact the families of other children cared for by the educator and explain that they are not a close contact of the infected child, but their parent should have them tested at the first sign



of any symptoms. If the service wishes to it could offer alternate care for these children in the next two weeks if they have tested negative.

If a family member of a child who is cared for by your service is confirmed as having COVID-19

- The family member's child's is considered a close contact. The child cannot attend care for 14 days and until they have a medical clearance.
- If the educator has been in close contact with the family member for more than 15 minutes, they are a close contact and should get tested. In this case, the educator should not care for other children until 14 days have elapsed since they were tested.
- The service must notify the Public Health Unit on 1300 066 055 and follow their advice. Where their advice differs from what is suggested here, follow their advice.
- The service should contact the families of other children cared for by the educator and explain that their child are not a close contact of the infected family member but their parent should have them tested at the first sign of any symptoms.

If a staff member from your service is confirmed as having COVID-19

- They should inform the Department of Health contact testers they have visited children in FDC (if they have). They should work out which educators/children/staff members they have been in close contact with.
- They should follow the notification advice of the contact testers.
- Anyone they have been in close contact with while infectious should be tested.

All information sourced and verified on the date of publication from: NSW Department of Health, NSW Department of Education, SafeWork NSW and Victorian Department of Education.