



LIGHTHOUSE KINDY HANDBOOK

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WELCOME TO LIGHTHOUSE KINDY

Welcome to Lighthouse Kindy! Thank you for choosing Lighthouse Kindy as a step in your child's journey and adventure through Early Childhood. Lighthouse Kindy is dedicated to supporting and educating children in a nurturing Christian environment through discovery, creativity and play. Our highly skilled Early Childhood educators develop activities and programs set to inspire and encourage your child to grow and engage in new experiences and learning.

VISION STATEMENT

Our vision is to have a community where each child feels nurtured, respected and encouraged to reach their full God-given potential.

MISSION

Our mission is to provide a Christ-centred approach to education; assisting parents by giving them the opportunity to train up their children in an atmosphere that glorifies our Lord Jesus Christ.

EDUCATIONAL VISION

Our desire is to see every child excel in the areas God has gifted them. It is a privilege to work with parents to encourage each student to achieve his or her potential spiritually, intellectually, physically, socially and emotionally.

CONTACTS

ADMINISTRATION	admin@lcs.qld.edu.au 4926 4895
LIGHTHOUSE KINDY	kindy@lcs.qld.edu.au
ACCOUNTS MANAGER	fees@lcs.qld.edu.au

KINDY STAFF

Our Lighthouse Kindy staff consists of one Educator (Bachelor of Early Childhood qualified) and one Assistant Educator. As per regulations, the maximum adult to child ratio is 1:11 meaning 1 adult to 11 children. Due to these regulations, siblings are not allowed access to Lighthouse Kindy without parental supervision. We appreciate your understanding with this.

KINDY PHILOSOPHY

As early childhood educators, we are committed to ensuring that the rights and best interests of every child informs our daily practice. Within a framework of Christian values, we provide a Christ-centred, engaging, stimulating and caring play-based learning environment.

We believe that each child is fearfully and wonderfully made in the image of God. God has gifted each child and they have been created to participate in and contribute to an inclusive community where diversity is valued. Our Kindy is child-centred and one where all children are accepted and recognised as individuals. All cultures are welcomed and each family's traditions are respected. We want all students to feel loved and supported.



We are committed to providing a program that is based on The Queensland Kindergarten Learning Guideline and the Early Years Learning Framework. The current research and theories are considered important and are used to guide our programs and planning. Children are encouraged to follow their interests, investigate and experiment as they learn and develop new skills. Early childhood is an important time in a child's life for growth and development and we aim to develop in each child an active curiosity about the world and a love for learning.

KINDY ELIGIBILITY

Eligibility for Kindy is from the beginning of the school year in which they will reach the age of 4 years by 30 June. To check the Qld Government's age requirements for children attending Kindy, please follow the link below to the Qld Gov Early Childhood Education and Care website to access the Kindy calculator.

<https://earlychildhood.qld.gov.au/early-years/kindergarten/starting-kindy#calculator>

ENROLLING YOUR CHILD

To enrol your child at Lighthouse Kindy please follow these steps:

1. Fill out the enrolment application form found either at our website (<https://www.lcs.qld.edu.au/kindergarten/>) or at Lighthouse Kindy Reception; this is when the \$50 enrolment fee is due.
2. You will receive a call from our Enrolments Officer to arrange an appointment time for your interview.
3. During your interview, you will meet with our Principal/Head of Primary to discuss your enrolment and have a tour of our campus.
4. If your application is successful, you will receive a letter of offer via email and information regarding next steps.

FREE KINDY

Most families enrolled in a standard 600hr/year program will receive free Kindy in 2024.

The QLD Government's proposed 2024 Free Kindy Program provides significant subsidies for eligible kindy enrolments. For more information regarding the QLD Government's Free Kindy Program, visit the website www.qld.gov.au/freekindy.

PAYMENT OF FEES

2024 FEES
ANNUAL TOTAL - \$3,815.00

Lighthouse Kindy fees are paid via Direct Debit. A Direct Debit Form must be completed at the commencement of enrolment. This Direct Debit agreement is to remain in place until the account is paid in full. If you wish to pay full fees upfront please contact our Kindy Accounts Manager - fees@lcs.qld.edu.au

KINDY LATE PICK UP FEE

Kindy children must be signed out by 3:05pm otherwise a late fee of \$10 will be charged every minute past 3:05pm. The late fee will be charged to your account. If your records show 4 late fees within a term, you will be contacted by our Head of Primary to attend a meeting to discuss matters further.



OVERDUE ACCOUNTS

Overdue accounts where satisfactory payment arrangements have not been entered into or adhered to may incur late penalty fees. In the event of any account balance being outstanding at the end of the calendar year, the Kindy reserves the right to make a service charge amounting to 10% of the outstanding balance on the account. **Continual failure to maintain a suitable payment arrangement may jeopardise the ongoing enrolment of the child. Please refer to the Financial Agreement which was signed upon enrolment into Kindy.**

WITHDRAWING YOUR CHILD

Lighthouse Kindy Administration must be notified a full term's notice prior to withdrawing your child from the Kindy or pay a full term's fee in lieu of such notice **as agreed upon in the Financial Agreement which was signed upon enrolment into Kindy.**

SESSIONS

Lighthouse Kindy offers a 5 day fortnight program consisting of 3 days one week and 2 days the following week. There are no wrap around Kindy Care options or After School Care available for Kindy students.

CLASS DETAILS																																				
<p>5 DAY FORTNIGHT 8:20AM - 3:05PM (6 hrs, 45 mins) Monday, Tuesday and alternate Wednesday</p> <p>Class maximum size: 22 children</p> <p>1 x Educator (Bachelor of Early Childhood Education qualified) 1 x Assistant Educator</p>	<table border="1"> <thead> <tr> <th>SUN</th> <th>MON</th> <th>TUE</th> <th>WED</th> <th>THU</th> <th>FRI</th> <th>SAT</th> </tr> </thead> <tbody> <tr> <td></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td style="background-color: #c00000;"></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	SUN	MON	TUE	WED	THU	FRI	SAT																												
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REGULATIONS AND GUIDELINES

Lighthouse Christian School provides a Queensland Government Approved Kindergarten which operates under the Education and Care Services National Law and Regulations.

Lighthouse Kindy uses the Queensland Kindergarten Learning Guidelines (QKLG) to inform our teaching and learning practices.

RELEVANT DOCUMENTS

Education and Care Services National Law Act (Queensland)

<https://www.legislation.qld.gov.au/view/pdf/2017-10-01/act-2013-ecsnlq>

Queensland Kindergarten Learning Guidelines

https://www.qcaa.qld.edu.au/downloads/p_10/qklg_2019.pdf



QUEENSLAND KINDERGARTEN LEARNING GUIDELINES

IDENTITY		
EYLF	KEY FOCUS	SIGNIFICANT LEARNINGS
Children have a strong sense of identity	Building a sense of security and trust	<ul style="list-style-type: none"> Feeling safe, accepted and supported Developing a sense of belonging and confidence in others
	Acting with independence and perseverance	<ul style="list-style-type: none"> Managing routines Developing agency in decision making Being willing to keep trying
	Building a confident self-identity	<ul style="list-style-type: none"> Developing awareness of own culture/s Recognising individual strengths and achievements

CONNECTEDNESS		
EYLF	KEY FOCUS	SIGNIFICANT LEARNINGS
Children are connected with and contribute to their world	Building positive relationships	<ul style="list-style-type: none"> Connecting with and relating to others Understanding rights and responsibilities
	Showing respect for diversity	<ul style="list-style-type: none"> Responding to others with respect Developing awareness of bias Learning about others cultures
	Showing respect for environments	<ul style="list-style-type: none"> Caring for the kindergarten Exploring interactions between people and environments

WELLBEING		
EYLF	KEY FOCUS	SIGNIFICANT LEARNINGS
Children have a strong sense of wellbeing	Building a sense of autonomy	<ul style="list-style-type: none"> Developing self-regulation Developing resilience
	Exploring ways to be healthy and safe	<ul style="list-style-type: none"> Being healthy Staying safe
	Exploring ways to promote physical wellbeing	<ul style="list-style-type: none"> Developing control and strength Developing awareness of the senses

ACTIVE LEARNING		
EYLF	KEY FOCUS	SIGNIFICANT LEARNINGS
Children are confident and involved learners	Building positive dispositions towards learning	<ul style="list-style-type: none"> Showing curiosity and enthusiasm for learning Problem solving, investigating and reflecting on learning Being imaginative and creative
	Showing confidence and involvement in learning	<ul style="list-style-type: none"> Applying knowledge in different contexts Sharing ideas and discoveries
	Using technologies for learning and communication	<ul style="list-style-type: none"> Showing interest in technologies Using technologies

COMMUNICATING		
EYLF	KEY FOCUS	SIGNIFICANT LEARNINGS
Children are effective communicators	Exploring and expanding language	<ul style="list-style-type: none"> Using language/s, including signing Listening and responding
	Exploring literacy in personally meaningful ways	<ul style="list-style-type: none"> Engaging with different texts Exploring sounds and letters Exploring reading and writing
	Exploring numeracy in personally meaningful ways	<ul style="list-style-type: none"> Exploring mathematical concepts in everyday life Exploring counting and patterns



CONFIDENTIALITY

We are committed to ensuring that all records and information are kept in a secure place. Individuals with access to confidential files are limited to staff and licensing authorities unless permission from said child's guardian has been obtained. All Lighthouse staff have signed a confidentiality agreement.

PLAY

Children are unique individuals created in the image of God. They learn and develop in their own way and time. The most beneficial way for children to learn is through their exploration in play. Play is an essential tool in a child's learning journey as this helps them to grow, explore, discover, problem solve, develop friendships and reach their full potential.

At Lighthouse Kindy, children are provided with learning experiences appropriate to their age and developmental levels which aim to foster and enhance their language and communication skills, cognitive thinking, sensory awareness, social and emotional development, gross and fine motor development and their self-help skills. Early childhood educators offer a balance of intentional teaching and child-initiated experiences to accommodate and scaffold the above skills.

We aim to provide a safe, flexible and stimulating indoor and outdoor environment for children where there are many opportunities for learning through play.

Some of the different activities and play experiences your child might engage in during the Kindy day include painting, creating at the art tables, playing in home corner, dressing up, the cubby house, the sandpit, riding bikes, gardening, reading books, puzzles, playing games and table activities focusing on skills such as sorting, matching or fine motor and gross motor play. There are different types of play which emerge as children grow and develop, these include sensory, explorative, creative, symbolic, projective and role and dramatic. Each of these different types of play engage children in learning and developing in different developmental areas.

TYPES OF PLAY EXPERIENCES



SENSORY - THIS IS ANY ACTIVITY THAT STIMULATES CHILDREN'S SENSES INCLUDING TOUCH, SMELL, TASTE, SIGHT AND HEARING.



EXPLORATIVE - CHILDREN WILL EXAMINE OBJECTS BY LOOKING, TOUCHING, LISTENING AND MOVING IT TO LEARN HOW THEY CAN INFLUENCE THE WORLD AROUND THEM. THIS TYPE OF PLAY INCLUDES SAND, WATER AND MESSY PLAY.



CREATIVE - THIS TYPE OF PLAY INCLUDES MODELLING AND PAINTING, AND IT TENDS TO SATISFY THE NEED FOR SELF-EXPRESSION AS WELL AS DEVELOP MANUAL SKILLS.



SYMBOLIC - WHERE CHILDREN CREATE A FICTIONAL WORLD AND TELL THEIR STORIES.



PROJECTIVE - THIS ENABLES CHILDREN TO CONNECT TO THE WORLD AROUND THEM.



ROLE AND DRAMATIC - CHILDREN MAKE SENSE OF THE WORLD BY PLANNING, CARRYING OUT PLANS AND REFLECTING.

DEVELOPMENT

SPIRITUAL DEVELOPMENT

At Lighthouse Kindy, students learn to find their purpose in following Jesus' example by using their gifts to serve others.

SOCIAL EMOTIONAL DEVELOPMENT

The Kindy program prioritises the building and maintaining of positive and caring relationships through a varied program. This will ensure a calm, caring and supportive environment that is conducive to teaching and learning.

COGNITIVE DEVELOPMENT

Lighthouse Kindy will provide opportunities for active learning to help build a positive attitude towards learning and developing confidence. Children will be encouraged to problem solve, make investigations and reflect on their learning.

PHYSICAL DEVELOPMENT

Our Kindy program will offer a range of physically active learning experiences for children to explore and interact with their environment. This is vital for each child's development and lays the foundation for healthy and active living and learning.

COMMUNICATION SKILL DEVELOPMENT

Communication is an essential part of our Kindy Program. This is a fundamental skill that each child needs for their everyday life. Children will be encouraged to express their ideas and feelings, to ask questions, to learn and to connect with and interact with others. They will explore and engage in a variety of ways through literacy and numeracy experiences.



TRANSITION TO PREP

Throughout our Kindy year, students are regularly monitored and information is provided to parents. During the Kindy year, children will have opportunities to visit the library regularly for story time and book borrowing. Throughout the year, Kindy children will have opportunities to visit the Prep classrooms. In addition, transition statements will be provided toward the end of the Kindy year to assist families as their child transitions to Prep.

ORIENTATION

In the week before Kindy commences, there will be a parent information session where parents and children will have the opportunity to look through our Kindy and familiarise themselves with the Centre.

COMMUNICATION WITH FAMILIES

Here at Lighthouse Kindy, we highly value communication with families and in order to provide your child with the best care and education we strongly believe in working as a team with families to do just that. One of the main ways that we communicate with parents is through Xplor.

Every child at Lighthouse Kindy has a communication pocket that is located in the front foyer area of the Kindy. Please check this pocket every day when signing your child in/out. No confidential information will be placed into these communication pockets.

Another way that we keep you updated on what is happening at Lighthouse Kindy is through our Lighthouse Kindy Facebook page (<https://www.facebook.com/LighthouseKindyRockhampton/>). Here we post reminders of upcoming events, photos and important notices. Please ensure you have accepted your child's media consent on their enrolment form to see your child on this platform. We strongly encourage all parents to follow us on Facebook to stay updated in this way.

FEEDBACK/CONCERNS

Our staff are always available to talk during pick up and drop off however if you would like to discuss your child's progress or any concerns you may have, please organise a time to meet privately with our Early Childhood staff. We ask that you do not discuss certain matters within earshot of children. If you have any concerns we do ask that you firstly speak to our Kindy Educator about this matter concerning you. Should you feel that the outcome is not satisfactory we ask that you then contact the Kindy Director. Should you feel that your concern has not been adequately addressed, then please contact the Department of Education - rockhampton.eccec@qed.qld.gov.au.

SMOKE FREE ZONE

Smoking is not permitted in or around the Kindy premises. It is illegal to smoke within 5 metres of early childhood education and care facilities.

DISPLAYS

At Lighthouse Kindy we have a noticeboard near the foyer of the Kindy which displays any notices regarding current information about the groups, staffing and the program.



UNIFORMS

Our Kindy uniform consists of:

- Lighthouse Kindy Polo (available from Wearitto)
- Lighthouse shorts (available from Wearitto)
- Lighthouse bucket hat (available from Wearitto)
- Plain Blue winter jumper (available from Best and Less/Big W).



Wearitto Rockhampton
87 Denham St, Rockhampton QLD
4700

<https://www.wearitto.com.au/>

Wearing our school uniform adds to our children's sense of belonging, visibility and sun safety concerns. Kindy children can also wear navy trackpants or long navy pants during the colder months. Please ensure children are always dressed appropriately to the weather. Children may wear slip on shoes as they are encouraged to take their shoes off during play.

Please always name ALL items of clothing including hats and shoes.

SUN SMART SCHOOL

Lighthouse Kindy is a Sun Smart school which is why we have a compulsory sun smart polo and bucket hat for sun protection. Sunscreen will be provided at Lighthouse Kindy but we also encourage parents to apply sunscreen to your child every day before Kindy especially during the summer months. For children who are sensitive to certain sunscreens and require a certain brand, please ensure this information is included in their medical information on their enrolment form or contact reception to add to their profile.



WHAT TO BRING

- A backpack (large enough to fit a lunchbox, water bottle, spare clothes and hat)
- A water bottle
- Plastic lunchbox (no cooler bags)
- Morning Tea and Lunch stored in a plastic lunchbox

(no cooler bags and no ice bricks are required as lunchboxes are stored in a fridge)

- A spare change of Kindy uniform clothes to be left in child's bag
- A cot sized fitted sheet and small pillow (in a drawstring bag) for rest time
- A Lighthouse Kindy bucket hat



ATTENDANCE

If your child is absent or is going to be absent, please advise through Xplor.

ARRIVAL AND DEPARTURE

On arrival in the morning, it is a requirement that children are signed in using the iPad found at the entrance to the Kindy. Kindy doors open at 8:25am. It is important that parents and children arrive together and children are not left unattended whilst waiting for our Kindy doors to open.

At the end of the Kindy day when parents arrive to collect their child, we ask that parents wait patiently in the foyer until



the classroom doors are opened. Children must be signed out using the iPad provided. Only authorised people that are included on the child's enrolment form (must be over 18 years old) have authority to sign out the child. National Regulations state "children must be collected by an authorized person (eg – a parent, a person with lawful authority), and no child may leave without written authorization by their parents unless the child requires emergency medical treatment or because of another emergency." Please notify the Kindy in advance if a new authorised person will be picking up your child. You will be required to complete a new Authorised Person Form to add a new authorised person. No child will leave without written permission unless the child needs medical treatment or because of another emergency.

TO DO WHEN YOU ARRIVE

Parents:

- Sign in using the iPad provided in the foyer
- Support your child with their morning routine but also allow for independence in this area
- Apply sunscreen if you have not already done so at home
- Say goodbye to your child
- Leave the Kindy room promptly after saying goodbye. Please save lengthy discussions with staff until pick up if appropriate and not urgent.

Children:

- Complete your morning routine
- Place lunchbox in fridge provided
- Place water bottle in box provided
- Place your hat on head
- Say goodbye to parent.

TO DO WHEN COLLECTING YOUR CHILD

- Wait inside foyer until doors are open
- Be on time! We don't want your child to become anxious and upset if you are late.
- Collect your child's belongings and check their drawer for anything they may need to take home (artwork, crafts etc)
- Sign out using the iPad provided

COLLECTING YOUR CHILD LATE

If for some unforeseen reason, you think you will arrive late to pick up your child (3:05pm), please follow the steps below:

- Contact the Kindy as soon as possible
- Try and arrange for another authorised person to collect your child.

If you are late to collect your child, a late fee of \$10 will be charged every minute past 3:05pm This will be charged to your account.



HOME LIFE

Events in life such as an illness, separation/divorce, accident or death of a relative, friend or pet can be of major concern and upset especially for young children. It may also affect their behaviour at school. It can make our job easier if we are kept informed and can make allowances for events which may affect your child at Kindy. This is also true of up-and-coming exciting or happy occasions.

SHOW AND TELL

Show and Tell provides a caring and supportive environment where children can grow confidence in speaking to numerous people. We encourage parents to help their child choose their item for Show and Tell and that it has some educational benefits or is of great meaning to the child rather than toys from home.

BIRTHDAYS

Birthdays are special days for children as they make them feel important. At Lighthouse Kindy we love to celebrate them! If you wish to provide a cake to help your child celebrate at school, you are more than welcome to do so. Please discuss a suitable time with your child's teacher as the time approaches.



TOILETING

It is an expectation that children that attend Lighthouse Kindy are toilet trained and have a general understanding of toilet etiquette. Children should be able to use the toilet independently (wipe own bottom and put clothing back on). We understand that accidents happen so if that situation arises we ask that a spare change of Kindy uniform clothes are always kept in a ziplock bag in your child's backpack in case of emergency.

REST TIME

Children at Lighthouse Kindy are very busy and often become wearier than usual as they are immersed in physical, social and emotional experiences during the day. Rest time is very important for young children to recharge and refresh. Children are encouraged to sleep or participate in organised quiet activities. Children need to bring in a cot sized fitted sheet and a small pillow for them to sleep on (mattresses are provided).

WATER

Children are encouraged throughout the day to drink water to stay hydrated. All children attending Lighthouse Kindy must bring a water bottle everyday. Please ensure that water only is brought to school, NOT poppers, milk drinks or cordial. We live in a part of Queensland with a hot climate. Hydration with adequate liquid is essential.

LUNCHESES

A nutritious and healthy lunch is vital to keep young minds active and engaged. A sandwich or wrap, piece of fruit, cheese, veggie sticks and one treat (cake, biscuits) is all that is needed to sustain your child. Please limit the amount of packaged food brought to Kindy - the added sugar does not help with concentration and learning throughout the day. We require that children bring plastic lunch boxes and not ones with silver lined insulation.





HEALTH WELLBEING AND SAFETY

Having colds and getting sick are part of childhood and to be expected. We ask that children who are sick or have an infectious disease be kept home from Kindy or the required time. This helps to keep your child, the teachers and other children safe. Doctor advice is first and foremost recommended in addition to parent judgement. As an additional resource, your child's Kindy teacher suggests the 'Staying Healthy - Preventing Infectious Diseases in Early Childhood Education and Care Services 5th edition (as of 25/10/2021)'. This can be found through the Australian Government National Health and Medical Research Council website at www.nhmrc.gov.au.

In the event that your child becomes ill during the day, we will contact the child's guardian to collect your child as soon as possible. If your child is displaying symptoms of sickness or has a temperature above 37.5 degrees, we will ask you to collect your child from Kindy. Please notify the Kindy teacher if your child has been exposed to any communicable diseases so we can notify other parents. Your child's identity will not be revealed if we contact other parents regarding this.

NON-IMMUNISED CHILDREN

Children who are not immunised may be excluded from Kindy and may be required to stay at home if there is an outbreak. Re-inclusion will be considered after consultation and recommendation from the appropriate health agencies such as Department of Health.

MEDICATION

All medication is to be brought in to the Kindy will be administered by our staff where you will be required to complete a medication form. Medication must be in its original packaging and labelled with a pharmacy label that indicates the child's name and dosage. In order for us to contact you throughout the year should your child become ill, we ask that all of your contact details (phone, mobile, address and email) and alternative emergency contact names and numbers be kept up to date. Please inform the Kindy should any of these change.

If your child has asthma and requires a puffer, you will need to provide a puffer labelled with your child's name to be kept on the school premises. If your child has an anaphylactic allergy, you will need to provide an EpiPen labelled with your child's name to be kept on the school premises. For asthma, epilepsy, diabetes and anaphylactic conditions, the school requires a current action plan for your child provided by your doctor. **All medications, including puffers and EpiPens must be provided in the original packaging complete with the pharmacist's label, still within date and have not expired.**

HEAD LICE

Detecting and treating head lice is the responsibility of parents. We encourage parents to be regularly checking your child's hair for nits and eggs. Head lice can be easily spread and uncomfortable which is why if your child has been found to have lice, you will be contacted to collect your child from Kindy.



Lighthouse Kindy supports families in a number of different ways to prevent and treat head lice:

- Reducing head-to-head contact between all students in class activities when we are notified that a member of the class may have head lice
- Encouraging and promoting that long hair is tied back as per our Lighthouse Kindy Uniform policy
- Teaching children about head lice and prevention
- Keeping families informed, when we are notified that a child/children may have head lice
- Provide information through emails and noticeboards.

What happens if your child gets head lice?

- Don't panic – anyone can get head lice
- Begin treatment immediately and check for effectiveness
- Send your child back to Kindy as soon as effective treatment has commenced
- Please notify the Kindy teacher – no one individual child will ever be identified by the school as possibly having head lice.

Time Out

Keeping your child and other kids healthy!



- Information for a number of infectious conditions that may require¹ exclusion of children from school, education and care services.
- Additional public health *recommendations* that apply to children and adults.
- To assist medical practitioners, schools, preschools and childcare facilities to meet the public health *requirements¹ and recommendations.*

*Refers to contagious conditions as per the Public Health Regulation 2018.

1. Observing the exclusion period meets the intent of the Public Health Act 2005 for a person to be non-infectious. See schedule 4 of the Public Health Regulation 2018 for a complete list of contagious conditions and their exclusion criteria.
2. Doctors should notify the local Public Health Unit as soon as possible if children or staff are diagnosed with these conditions. Refer to page 2 for Public Health Unit contact details.

Condition	Person with the infection	Those in contact with the infected person (The definition of 'contact' will vary between diseases)
*Chickenpox (varicella)	EXCLUDE until all blisters have dried, and at least 5 days after the onset of symptoms. ¹	EXCLUSION MAY APPLY EXCLUDE non-immune pregnant women and any child with immune deficiency or receiving chemotherapy. Advise to seek urgent medical assessment. <i>Contact your Public Health Unit for specialist advice.</i> Also see Shingles information below.
Cold sores (herpes simplex)	NOT EXCLUDED if the person can maintain hygiene practices to minimise the risk of transmission. Young children unable to comply with good hygiene practices should be excluded while sores are weeping. Sores should be covered with a dressing where possible.	NOT EXCLUDED
Conjunctivitis	EXCLUDE until discharge from eyes has ceased unless a doctor has diagnosed non-infectious conjunctivitis.	NOT EXCLUDED
*COVID-19	EXCLUDE until symptoms have resolved, normally 5–7 days.	NOT EXCLUDED
Cytomegalovirus (CMV)	NOT EXCLUDED pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
Diarrhoea and/or Vomiting including: <ul style="list-style-type: none"> • amoebiasis • campylobacter • cryptosporidium • giardia • rotavirus • salmonella • *gastroenteritis but excluding: <ul style="list-style-type: none"> • *norovirus • shigellosis • toxin-producing forms of E.coli (STEC) 	Exclusion periods may vary depending on the cause. EXCLUDE a single case until the person, has no symptoms ¹ (includes vomiting if applicable), is feeling well and they have not had any loose bowel motions for at least 24 hours or if the person has confirmed norovirus exclude for at least 48 hours. ¹ EXCLUDE all persons who prepare or serve food until they have not had any diarrhoea or vomiting for 48 hours. NOTE: If there are 2 or more cases with diarrhoea and/or vomiting in the same location, which may indicate a potential outbreak OR a single case in a food handler, notify your Public Health Unit. Diarrhoea: 3 or more loose stools or bowel movements in a 24 hour period that are different from normal and/or escapes a child's nappy. <i>See information below if norovirus is confirmed or considered likely as the cause of diarrhoea and vomiting.</i>	NOT EXCLUDED
<i>See advice for these specific conditions below</i>		
*Enterovirus 71 (EV71 neurological disease)	EXCLUDE until written medical clearance is received confirming the virus is no longer present in the person's bowel motions. ¹	NOT EXCLUDED
Fungal infections of the skin and nails (ringworm/tinea)	EXCLUDE until the day after antifungal treatment has commenced. (No exclusion for thrush).	NOT EXCLUDED
Glandular fever (mononucleosis, Epstein-Barr virus)	NOT EXCLUDED	NOT EXCLUDED
*German measles (rubella) ²	EXCLUDE for 4 days after the onset of rash ¹ or until fully recovered, whichever is longer. Pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
*Haemophilus influenzae type b (Hib)	EXCLUDE until the doctor confirms the person is not infectious and has completed 4 days of appropriate antibiotic treatment. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Hand, foot and mouth disease	EXCLUDE until all blisters have dried.	NOT EXCLUDED
Head lice	Exclusion is not necessary if effective treatment is commenced before next attendance day (i.e. the child does not need to be sent home immediately if head lice are detected).	NOT EXCLUDED
*Hepatitis A ²	EXCLUDE until at least 7 days after the onset of jaundice; ¹ OR for 2 weeks after onset of first symptoms, including dark urine if there is no jaundice. If a person is asymptomatic <i>contact your Public Health Unit for Specialist advice.</i>	NOT EXCLUDED <i>Contact your Public Health Unit for specialist advice about vaccination or treatment for children and staff in the same room or group, children transferring to another centre and new enrolments.</i>

Condition	Person with the infection	Those in contact with the infected person ²
Hepatitis B and C	NOT EXCLUDED cover open wounds with waterproof dressing.	NOT EXCLUDED
Hepatitis E	EXCLUDE until at least 2 weeks after the onset of jaundice.	NOT EXCLUDED
Human immunodeficiency virus (HIV/AIDS)	NOT EXCLUDED cover open wounds with waterproof dressing.	NOT EXCLUDED
Influenza and influenza-like illness	EXCLUDE until symptoms have resolved, normally 5–7 days.	NOT EXCLUDED
*Measles ²	EXCLUDE until the doctor confirms the person is not infectious but not earlier than 4 days after the onset of the rash. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY NOT EXCLUDED vaccinated or immune contacts. EXCLUDE immuno-compromised contacts (including those receiving chemotherapy) until 14 days after the appearance of the rash in the last case. EXCLUDE non-or incompletely vaccinated contacts, without evidence of immunity. <i>Contact your Public Health Unit for specialist advice.</i>
Meningitis (bacterial)	EXCLUDE until well and has received appropriate antibiotics.	NOT EXCLUDED
Meningitis (viral)	EXCLUDE until well.	NOT EXCLUDED
*Meningococcal infection ²	EXCLUDE until the treating doctor confirms the child is not infectious and at least 24 hours of appropriate antibiotics have been completed. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	NOT EXCLUDED <i>Contact your Public Health Unit for specialist advice about antibiotics and/or vaccination for close contacts.</i>
Molluscum contagiosum	NOT EXCLUDED	NOT EXCLUDED
Mumps	EXCLUDE for 5 days after onset of swelling. Pregnant women should consult with their doctor.	NOT EXCLUDED pregnant women should consult with their doctor.
*Norovirus	EXCLUDE until no symptoms and no loose bowel motions for 48 hours. ¹	NOT EXCLUDED
Roseola, sixth disease	NOT EXCLUDED	NOT EXCLUDED
Scabies	EXCLUDE until the day after treatment has commenced.	NOT EXCLUDED
School sores (impetigo)	EXCLUDE until 24 hours of appropriate antibiotics have been completed. Cover sores on exposed areas with a waterproof dressing until sores are dry, and encourage handwashing.	NOT EXCLUDED
Shiga toxin-producing E.coli (STEC)	EXCLUDE until diarrhoea has stopped and 2 samples have tested negative. <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Slapped cheek syndrome, fifth disease (parvovirus B19, erythema infectiosum)	NOT EXCLUDED pregnant women should consult with their doctor. Note: Children are contagious until 24 hours after the fever resolves. Rashes generally occur after the infectious period has passed.	NOT EXCLUDED pregnant women should consult with their doctor.
Shigellosis	EXCLUDE until there has been no diarrhoea or vomiting for 48 hours. <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
Shingles (herpes zoster)	EXCLUDE all children until blisters have dried and crusted. EXCLUDE adults if blisters are unable to be covered. NOT EXCLUDED in adults if blisters can be covered with a waterproof dressing until they have dried.	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice, including advice for pregnant women and any person who is immuno-compromised (including receiving chemotherapy).</i>
Streptococcal sore throat (including scarlet fever)	EXCLUDE until 24 hours of appropriate antibiotics have been completed.	NOT EXCLUDED
*Tuberculosis (TB) ²	EXCLUDE until written medical clearance is received from the relevant Tuberculosis Control Unit.	NOT EXCLUDED
*Typhoid ² and paratyphoid fever ²	EXCLUDE until appropriate antibiotics have been completed. ¹ Stool sample clearance will be required, <i>contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY <i>Contact your Public Health Unit for specialist advice.</i>
*Whooping cough (pertussis) ²	EXCLUDE until 5 days after starting appropriate antibiotics or for 21 days from onset of cough AND confirmed that they are not infectious. ¹ <i>Contact your Public Health Unit for specialist advice.</i>	EXCLUSION MAY APPLY for contacts of an infected person. <i>Contact your Public Health Unit for specialist advice regarding exclusion of non-or incompletely vaccinated contacts.</i>
Worms	EXCLUDE until diarrhoea has stopped for 24 hours and treatment has occurred.	NOT EXCLUDED

This is an assistive tool, it is not intended to replace clinical assessment, management or judgment.

If you have any medical concerns, contact your healthcare provider or 13 HEALTH (13432584)

For further advice on the information within this poster, contact your nearest Public Health Unit via 13Health or at www.health.qld.gov.au/system-governance/contact-us/contact/public-health-units

Further information on recommendations:

- Communicable Diseases Network Australia (CDNA) guidelines <https://www1.health.gov.au/internet/main/publishing.nsf/Content/cdnasongs.htm>
- National Health and Medical Research Council publication: infectious diseases in early childhood and education and care services, 5th edition www.nhmrc.gov.au/guidelines-publications/ch55
- Queensland Department of Health Communicable Disease Control Guidance <http://disease-control.health.qld.gov.au>



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