



ACT
Government
Education



2017

PRESCHOOL INFORMATION BOOKLET



This page is intentionally blank

Contact Details

ACT Education and Training Directorate:

- 13 2281 (6207 0494 TTY)
- www.det.act.gov.au

School contact details:

Principal:	Cindie Deeker
Deputy Principal:	Sarah Harris
Executive Teachers:	Laurel Rodrigues (P-2) and Shelley Penyu (3-6)
Preschool Educators:	Jessica Symonds, Nicole McNaughton and Gillian Powell
School phone number:	6205 6022
Preschool unit phone:	6205 7944
School email:	General Enquiries: admin@duffyps.act.edu.au
School email:	Enrolment and Finance Enquiries: info@duffyps.act.edu.au

Contents

Contact Details	2
<i>ACT Education and Training Directorate:</i>	2
<i>School contact details:</i>	2
Welcome to Duffy Primary School	4
Duffy Preschool Philosophy	4
ACT Education and Training Directorate (the Directorate) vision	5
Our values	5
Curriculum	6
What to Bring	6
Communication	7
A-Z of General Information	9
Birthdays	9
Celebrations	9
Changes to Details	9
Child Protection Practices	9
Concerns or Complaints	10
Contribution to Decision Making	10
<i>School Board</i>	10
<i>Parents and Citizens (P&C) Association</i>	11
Emergency Management Procedures	11
Enrolment	12
<i>Early intervention</i>	12
<i>Early Entry</i>	13
<i>Support at Preschool</i>	13
Excursions	13
Food Safety Tips for Homemade Lunches and Snacks	13
Gates	14
Help Roster	15
Hours of operation	15
Hygiene Procedures	16
Lost Property	16
<i>Immunisation</i>	16

<i>Exclusion Periods</i>	17
<i>Medical and Accidents</i>	17
<i>Prescription Medicine</i>	17
<i>Head Lice</i>	17
<i>Food and Allergies</i>	18
Money	18
Parent Support	18
Parking	18
Participation in Preschool Activities	19
Photography	19
Physical Activities	20
Rest Time	20
School Bags	21
Student Welfare and Management	21
Sustainability	21
Transitions	21
Valuable Items at School	22
Voluntary Contributions	22
Volunteers	22
Work Pockets	24
Attachments	25
A: Diseases - Outbreak Procedures and Exclusion Periods.....	25

Welcome to Duffy Primary School

Duffy Preschool Philosophy

Duffy Preschool provides a secure, respectful and nurturing environment that encompasses our school values of respect, responsibility and inclusivity.

We understand and value that children are unique and bring a diverse range of strengths, interests and experiences to our community.

We believe that children are capable of reflecting upon and making decisions about things that involve them, while recognising that their actions have purpose and consequences.

Educators recognise the importance of observing and reflecting on children's interactions to influence future learning opportunities. We appreciate the learning styles of individual children and celebrate all avenues of participation.

Our early childhood curriculum is embedded through a play-based approach, intentional interactions and authentic learning experiences, which is strengthened through the adoption of the principles and practices of the Early Years Learning Framework.

We foster positive partnerships with families and work collaboratively to ensure a team approach that not only benefits each child but also strengthens the whole Duffy Primary School community.

ACT Education and Training Directorate (the Directorate) vision

In the ACT every child, young person and adult will benefit from a high quality, accessible education, childcare and training system.

Every student will learn, thrive and be equipped with the skills and attitudes to lead fulfilling, productive and responsible lives.

Our values

Our Duffy Primary School values of Respect, Responsible and Inclusive underpin our vision and philosophy.



Curriculum

The national [Early Years Learning Framework \(EYLF\)](#) for children from birth to five years informs the teaching and learning program at Duffy preschool. The EYLF has been developed to ensure your child receives high quality education programs in their early childhood setting. This is a vital time for them to learn and develop. The framework's vision is for all children to experience play-based learning that is engaging and builds success for life.

Further information for families about the EYLF is available through the Australian Government Department of Education and Training website: http://docs.education.gov.au/system/files/doc/other/belonging_being_and_becoming_the_early_years_learning_framework_for_australia_information_for_families.pdf

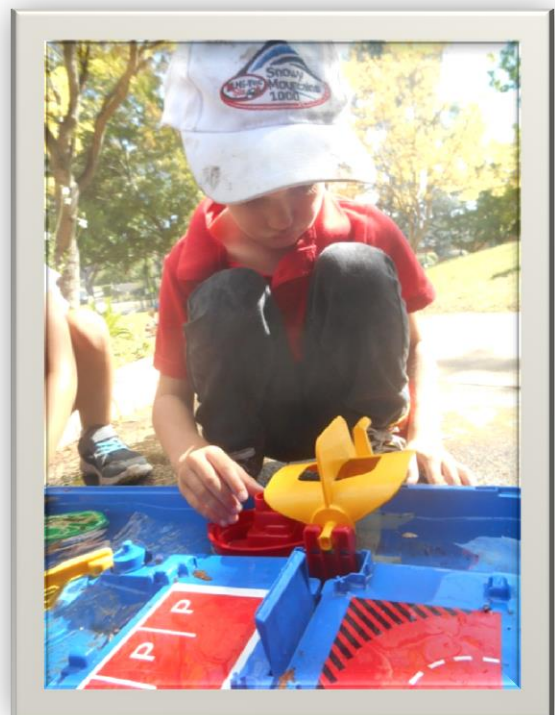
At Duffy Primary School, we use the framework to work in partnership with families (children's first and most influential educators) to develop learning programs responsive to children's ideas, interests, strengths and abilities and recognise that children learn through their play.

The EYLF describes childhood as a time of *belonging*, *being* and *becoming*:

- **Belonging** is the basis for living a fulfilling life. Children feel they belong because of the relationships they have with their family, community, culture and place.
- **Being** is about living here and now. Childhood is a special time in life and children need time to just 'be' - time to play, try new things and have fun.
- **Becoming** is about the learning and development that young children experience. Children start to form their sense of identity from an early age, which shapes the type of adult they will become.

What to Bring

- A backpack or school bag containing spare clothes to accommodate weather changes and accidents of all kinds.



- A clearly labelled drink bottle filled with water.
- Lunchbox filled with yummy lunch.
- A healthy fruit snack every day.
- A warm coat in the colder months
- A library bag for borrowing books.
- A wide brimmed hat (these may be left at the school).

Communication

Our school recognises the importance of a positive parent/staff relationship. We encourage:

- sharing knowledge to enhance the growth and development of your child
- developing positive relationships with families that are based on mutual trust and open communication
- developing a sense of belonging to the preschool for the children, parents and staff.

Information about parental engagement in learning can be found on the Directorate [website](http://www.det.act.gov.au/teaching_and_learning/parental-engagement) (http://www.det.act.gov.au/teaching_and_learning/parental-engagement).

Important notices are placed on the noticeboard and windows outside the classrooms. Newsletter articles are published weekly on a Thursday with information about what is happening in the school (even weeks) and the community (odd weeks).

Parents and Citizens (P&C) meetings are held throughout the term for your input and feedback. These are advertised on the school calendar, in the school newsletter and on the front noticeboard. The school P&C also has a [facebook page](#) and a [website](#) for more information.

Teachers appreciate the opportunity to talk with parents and carers both informally and in formal situations. Getting to know you interviews are held in term four before your child starts preschool. Interviews ensure valuable



insights, and understandings, can be appreciated about a child's individual developmental journey. Interviews will also be held in term 2 during your child's preschool year. If you have any questions or concerns, please do not hesitate to ask for an appointment to meet with the teacher at any time throughout the year.

A-Z of General Information

Birthdays

Birthdays are a special occasion for students to share their families traditions and we welcome you to ensure they are recognised within the school setting. This can include bringing a cake or cupcakes to share (please be aware that some children have allergies, we encourage you to talk to the preschool educators to determine possible small additional alternative options in such circumstances).

Celebrations

Sharing special occasions of importance including students' cultural traditions can support them to understand other cultures and value diversity. We value the contribution families and students make in enriching the program and encourage you to discuss ways to acknowledge special occasions within the educational program.

Changes to Details

Please keep staff and the school informed of any changes to address, home/work phone numbers, child care arrangements, medical information and emergency contact phone numbers. However, please keep telephone calls to the preschool during session times for urgent matters.



Child Protection Practices

All employees in schools are mandated to report any case of suspected child abuse. Failure to notify suspected physical and/or sexual abuse of children is a criminal offence. This is in accordance with the [Children and Young People Act](http://www.legislation.act.gov.au/a/2008-19/current/pdf/2008-19.pdf) (<http://www.legislation.act.gov.au/a/2008-19/current/pdf/2008-19.pdf>).

Staff will deliver lessons to children in protective behaviour and safe behaviours. Staff will also deliver lessons to enhance social and emotional skills.

Concerns or Complaints

If you have a concern about your child's education please have a conversation with the preschool teacher. You are also welcome to make contact with the executive teacher, Ms Laurel Rodrigues.

Should the need arise, the Directorate has a [policy for complaints resolution](http://www.det.act.gov.au/publications_and_policies/policy_a-z). This policy can be accessed within the policy section on the Directorate website: http://www.det.act.gov.au/publications_and_policies/policy_a-z

Contribution to Decision Making

Families are welcome to contribute to the decision making procedures of the school through the School Board and/or P&C.

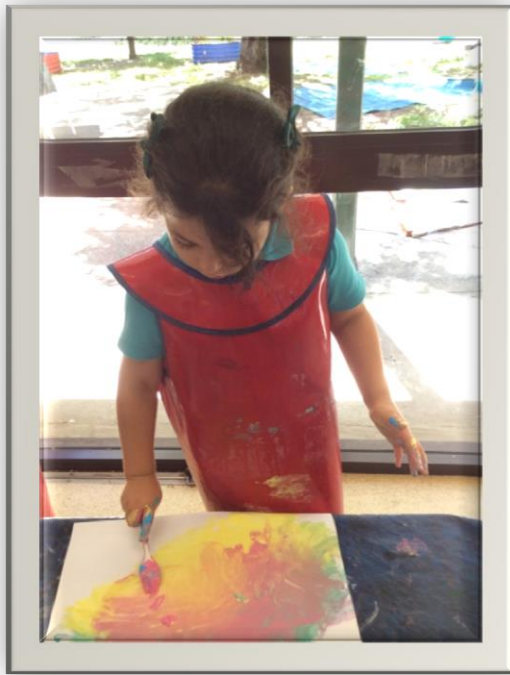
School Board

Each government school in the ACT is administered by a school board whose membership comprises the school principal, two elected staff members, three elected members of the parent body and a nominee of the Directorate. Elected members normally serve for a two-year period.



The School Board is the policy-making body of the school. Its major functions are to:

- determine the educational policies to be implemented at the school
- assess, from time to time, the needs of the school facilities, equipment, funds and teachers and other staff, and make recommendations to the Director-General (of the Directorate) with respect to the meeting of those needs
- determine the purposes for which funds made available for the school are to be expended
- make recommendations to the Director-General in respect of the use of the buildings, facilities and equipment of the school for purposes other than school purposes
- develop relationships between the school and the community and between the school and community organisations
- make recommendations to the Director-General on matters relating to the school.



Responsibility for the implementation of policies established by the School Board rests with the Principal and staff.

Parents and Citizens (P&C) Association

The P&C plays an important role within the school. Meetings are generally held twice a term (Tuesday evenings) and are advertised in the school newsletter, community calendar and signs within the school grounds. All parents are encouraged to attend the meetings. As well as its more official activities, the P&C provides an informal meeting ground for parents and teachers and serves a fundraising function for the school. The preschool has a P&C fundraising sub-committee.

The school P&C also has a [facebook page](#) and a [website](#) for more information.

Emergency Management Procedures

The school has a policy on emergency evacuations and are required to practise evacuation procedures; all staff and children participate.

Enrolment

Children seeking to enter the school at the preschool entry point should be four years of age on or before 30 April in that year.

Preschool enrolments open in May prior to the commencement of the preschool year. The Directorate uses an online enrolment procedure which can be accessed via their [website](http://www.det.act.gov.au/school_education/enrolling_in_an_act_public_school)

(http://www.det.act.gov.au/school_education/enrolling_in_an_act_public_school). If you require assistance with enrolment, please discuss with the school front office. To be eligible to enrol, you will need to provide your child's birth certificate, immunisation details and proof of residence, i.e. utilities bill, mortgage document, lease or tenancy agreement.

Early intervention

Early intervention refers to services that support children with a disability or developmental delay so they can get the best start in life. Such services help optimise the child's development and ability to participate in family and community life.

Intervening early in the lives of children with a disability or developmental delay can lead to better outcomes for the child, and their families, over the long term.



Children with a disability or developmental delay may be eligible for the [National Disability Insurance Scheme \(NDIS\)](http://www.ndis.gov.au/document/320). For more information on Early Intervention within the National Disability Insurance Scheme please review the following: <http://www.ndis.gov.au/document/320> or on the Directorate website: http://www.det.act.gov.au/school_education/disability_education.

Early Entry

Early Entry is offered to eligible families to meet the needs of their children in the early years of their education. Early Entry will only be considered for children in the following categories:

- [English as an Additional Language or Dialect](#)
- [Aboriginal or Torres Strait Islander children](#)
- [Mobility \(such as for Australian Defence Force personnel\)](#)
- [Gifted and Talented children.](#)

Please inform the school at the time of application should you be seeking eligibility for Early Entry. Further information on Early Entry is available at [http://www.det.act.gov.au/publications and policies/policy a-z](http://www.det.act.gov.au/publications_and_policies/policy_a-z)

Support at Preschool

Preschool is an important year for families and children. There are a range of services and support agencies that families can utilise to support their child throughout the preschool year. Please see the [Preschool Matters](http://www.preschoolmatters.act.gov.au) (www.preschoolmatters.act.gov.au) website for more information.

Excursions

Excursions are part of the educational program at Duffy Preschool. On enrolment, parents are asked to give permission for their child to go on incidental excursions, for example, a walk to the shops. If children use any form of transport, parents will be advised in advance and asked to give permission, in writing, for their child to attend. The adult/child ratio is 1:4 on major excursions or less as required.



Food Safety Tips for Homemade Lunches and Snacks

Healthy lunches and snacks are important for children and help with their concentration and learning. School lunches however are particularly susceptible to food poisoning, especially in the summer heat. Parents and carers are reminded of a few simple food safety rules to prepare safe and healthy school lunches and avoid the growth and contamination of food poisoning bacteria.



- Before handling food, wash hands with soap and warm running water and dry thoroughly. Lunch boxes and eating utensils should also be washed thoroughly before reuse. Children should also be encouraged to wash their hands before eating.
- Foods that are prepared the night before, such as sandwiches, should be frozen overnight and then taken out for each day's school lunch. Suitable foods to freeze are, bread, cooked meat, cheese, baked beans or vegemite.
- Because food is normally stored in a child's lunch box for several hours, the lunch box needs to be kept cool. This can be done by:
 - choosing an insulated lunch box or one with a freezer pack, or include a wrapped frozen water bottle to keep the lunch box cool
 - perishable foods such as dairy products, eggs and sliced meats should be kept cool and eaten within about four hours of preparation (do not pack these foods if just cooked, first cool in the refrigerator overnight)
 - if including leftover meals such as meats, pasta and rice dishes, ensure you pack a frozen ice block into the lunch box
 - healthy drinks, such as water and milk can be frozen overnight and then stored in your child's lunch box, helping to keep it cold.
- Make sure that while at school children keep their lunches in cool places and away from direct sunlight and other heat sources that facilitate the development of food poisoning bacteria.

Please ensure you keep the safety of all of our students in mind when entering and exiting the school grounds. The preschool gate should be secured every time you enter and exit the area.

Help Roster

Please speak to the preschool educators if you wish to nominate some time to help within the educational program.

Hours of operation

At Duffy Primary School we provide 15 hours of preschool per week. We offer two preschool groups operating from 9:00 am to 3:00 pm:

- Monday, Tuesday and odd Wednesdays
- Thursday, Friday and Even Wednesdays.

Children may find the long day program initially a bit tiring. We offer a flexible approach and welcome parents to assist within the program to support their child's transition to full time schooling.

When the children arrive each morning, you are invited to spend some time doing a puzzle or activity together to help them settle and give other children time to arrive. Sometimes children may be a little upset during the first few weeks, but within a few minutes of your departure, usually students will have settled. Preschool staff will always contact you if they have any concerns.

The teachers like to establish a routine for school each day, so it is important that children are at school on time. Sometimes if



the child is late it can be a little unsettling for them.

In accordance with laws and regulation, collection of children must be by a parent or an authorised nominee. If you are going to be late collecting your child, please let us know by contacting the school on 6205 6022.

Parents should indicate on the first day the arrangements for collecting children at 3:00 pm. Please confirm any contact information with staff.

Hygiene Procedures

Staff, children and volunteers must adhere to hand washing procedures.

All children are encouraged to wash their hands:

- on arrival
- before and after eating or touching food
- after toileting
- after blowing their nose and wiping tears and dribbles
- when leaving preschool.

Lost Property

Please name everything with permanent markers or a name label. Staff will make every effort to locate lost items that are named. Ensure your child's name is clearly visible. Lunch boxes and drink bottles need to be named also.

Medical Condition Management

Immunisation

The ACT Health Directorate advises that all children attending school in the ACT should be immunised against diphtheria,



tetanus, whooping cough, polio, measles, mumps, rubella and HIB (Haemophilus Influenzae type B). We would ask that you check your child's present immunisation status to see whether it is complete for his/her age. ACT Public Health regulations require schools to request proof of up to date immunisation when enrolling. Failure to provide this may result in your child being excluded from school should an outbreak of an infectious disease occur.

Exclusion Periods

A copy of exclusion periods (Appendix A) for students with infectious diseases such as mumps, German measles and chickenpox is available. Parents are asked to adhere closely to these requirements unless medical advice to the contrary is provided in writing.

Medical and Accidents

It is important that sick children are kept at home for their own comfort as well as the comfort of other children and staff. If a child becomes ill or is injured at school, appropriate first aid will be given and if necessary, parents will be notified and asked to take their child home. If emergency treatment is required, parents will be notified immediately and the child will be transferred by ambulance to hospital. In such cases ambulance services and treatment are free. All students who have an ongoing condition (e.g. asthma, diabetes, epilepsy etc.) must have a treatment plan completed by parents and their GP and lodged at the school. Plan proformas are available at the front office or from a staff member in the preschool.

Prescription Medicine

If a child is to take prescription medicine while at school, written directions and medicine must be left with staff.

Head Lice

Head lice are extremely contagious, but easily eradicated. Children with either eggs or live lice will be excluded from preschool until treatment has been successful. Please report any cases of



head lice to the school front office or a member of the preschool team.

Food and Allergies

Provision is made for the children to eat during the preschool session. Parents/carers are urged to provide children with healthy snacks and lunch which will enable the staff to assist in the development of lifelong healthy eating habits. During the day children need frequent drinks. All children will need their own drink bottle with water only. *Please note: Duffy Primary School is a nut aware school due to the inclusion of students with life threatening anaphylactic allergic condition.*

For more information and to review the Directorate food and drink policy visit: http://www.det.act.gov.au/teaching_and_learning/food-and-drink-guidelines.

Money

All money sent to school for excursions etc. is to be given to staff or the school front office in an envelope marked with your child's name, class, amount and what the money is for. Receipts will be issued once your payment is processed.

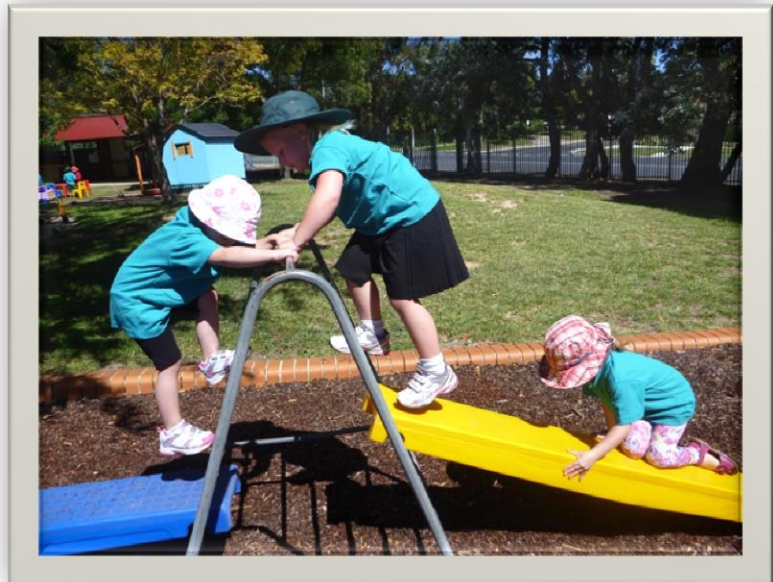
Parent Support

Parentlink (www.parentlink.act.gov.au) is a website which parents can use to access:

- parent guides, including electronic order forms for hard copies
- a directory of local parenting services
- upcoming community events and parenting courses
- further readings in relation to parent guides
- links to other useful websites.

Parking

Parking at preschool can be challenging and there is



limited space directly in front of the entrance gates. Please consider the safety of all students and families and use alternate street parking if required.

At times road safety police officers will patrol the area. It is important to obey all traffic road safety laws, both for your personal safety and that of our community.

Participation in Preschool Activities

Families are welcome to share their special skills, interests and diverse family cultures with the preschool.

Families are encouraged to participate in social activities to enable families to meet each other and form a sense of belonging to the school.

Families can help in the following ways:

- sharing knowledge and expertise of craft, cooking, music, storytelling, job skills etc.
- interacting with the daily program
- working bees in the garden etc.
- joining the Duffy Primary School P&C Association.

Photography

Photographs used to demonstrate learning are taken frequently and are used to support communication home in relation to learning at preschool. In addition, photos may be used within the broader school to showcase learning at preschool. Your permission will be obtained in the same way for the rest of the school with a permission form outlining the intention for using the photographs.



If your child would like to bring photos from home of special occasions or places/things of importance to them, this can also assist in your child transitioning into school. This

will ensure they have special photos they can discuss with students and the staff at preschool.

Physical Activities

Physical activity is very important for children, so educators provide opportunities for structured and unstructured physical activity.

During the preschool sessions, your child will be involved with some hands on experiences both inside the classroom and in the outdoor area. These activities can, at times, be very messy. Please ensure your child is dressed appropriately so that they feel confident to participate in all the challenges provided throughout the session. In keeping with the sun safe policy, children need to wear a legionnaires or wide brimmed hat. Please ensure that cords on hats will break under minimal pressure or removed as in



compliance with [Directorate policy](#). If children do not have a hat, they will only be allowed to play in the shade. A warm coat and hat is required in winter. The children will be challenging themselves on the climbing equipment so sensible footwear is essential and long dresses and skirts can be dangerous.

Please label all of your child's clothing and pack a spare set in case of extremely messy play or accidents.

Rest Time

At Duffy Preschool we provide a routine rest time for children every day. Quiet experiences such as looking at books or doing puzzles are also available to children. The preschool educators will often play quiet music to assist children to rest in a calm and relaxing environment. We ask all children to bring a named towel at the start of the year to use for rest time. This towel will be returned at the end of each term or when dirty for washing.

School Bags

We strongly recommend that you buy a bag big enough for your child. It may look too big, but we can assure you that children have many things to carry in their bags, including coats in winter. Also, teachers encourage children to put sweatshirts, lunch boxes and other belongings straight into their bags to avoid losing them, so their school bags need to be roomy.

Student Welfare and Management

At Duffy Primary School we value that everyone is an individual and that we all have the special qualities that make us who we are. It is important that students are treated with respect and by valuing their uniqueness and what they bring to the school. We provide a supportive, welcoming and culturally inclusive educational environment where students feel safe and happy. The school has a Student Management and Wellbeing policy that outlines the steps for addressing student welfare and management issues.

Sustainability

Duffy Primary School works hard to stay a sustainable and environmentally conscious school. Where possible, please pack lunches in reusable plastic containers to limit the amount of rubbish and waste at school. In addition, we contribute food scraps to the broader environmental program within the school. The importance of recycling and composting is a focus for children to understand their world and think about their environment.

Transitions

Your child is a member of the Duffy Primary School community. By enrolling your child into Duffy preschool your child will automatically move on to kindergarten in our school. We have implemented a transition program for our preschool children to



facilitate a smooth transition into kindergarten. This involves:

- regular visits to the school
- year five/six buddy program with preschool
- whole school special events
- school assemblies
- informal visits to the playground equipment and kindergarten rooms
- planned transition visits in term four for preschool children.

For more information about this topic, please follow the link to the Directorate website for some handy hints: [Starting School - a guide for parents](http://www.det.act.gov.au/school_education/starting_school) (http://www.det.act.gov.au/school_education/starting_school).

Valuable Items at School

We ask that children do not bring valuable toys or other items to school. This prevents loss, damage and theft of much loved toys and possessions.

Voluntary Contributions

Public education is free. A school may offer or facilitate some specific optional items, activities and services for which parents may be asked to pay if they want their child to access them. Such activities may include excursions, performances and class photos.

Schools do ask families to contribute a voluntary contribution to help to provide a quality learning environment for our children. We ask for a resource donation to enable resources to be purchased to enrich the learning programs for the children.



Volunteers

Volunteers have a special place at Duffy Primary School and assist in many ways. This may include interaction with individuals and small groups of students in a range of different activities.

All frequent volunteers (more than seven days per year) will be required to register for a [Working with Vulnerable People](http://www.det.act.gov.au/data/assets/pdf_file/0003/501249/Working-with-Vulnerable-People-Information-for-volunteers.pdf) background check. This is a three yearly application and is free for volunteers. For information please discuss with preschool educators, the school front office, or by accessing the Directorate policy: http://www.det.act.gov.au/data/assets/pdf_file/0003/501249/Working-with-Vulnerable-People-Information-for-volunteers.pdf.

To assist schools in providing a safe environment and a positive educational climate, volunteers are asked to comply with the [Code of Conduct for Volunteers](http://www.det.act.gov.au/data/assets/pdf_file/0005/509486/Code-of-Conduct-Volunteers.pdf) (http://www.det.act.gov.au/data/assets/pdf_file/0005/509486/Code-of-Conduct-Volunteers.pdf). This code has been formulated to clarify the type of conduct that is expected of volunteers when participating in programs and activities in ACT Government schools.

- Observe similar standards of behaviour and ethical conduct to that required of staff. For example, you are expected to act within the law, be honest and fair, respect other people (including students), and work to the best standard of your ability.
- Appreciate that teachers have a special duty of care for students, that cannot be delegated or transferred to others. Appreciate also that the Principal is the spokesperson for the school.
- Appreciate that students have rights and aspirations. Treat students with dignity and respect.
- Observe confidentiality in respect of all information gained through your participation as a volunteer. All information held by schools should be handled with care. Some information is especially sensitive. Sensitive and/or personal information requires additional caution in the way it is treated. For example, volunteers should not discuss nor disclose personal information about students, staff or students' parents/carers to others.
- Accept and follow directions from the Principal/supervisor and seek guidance through clarification where you may be uncertain of tasks or requirements. You may need to familiarise yourself with the Directorate's [policies](#)



(http://www.det.act.gov.au/publications_and_policies/policy_a-z)

and

guidelines on particular issues.

- Observe safe work practices which avoid unnecessary risks, apply reasonable instructions given by supervisors and report to the supervising staff and school administration any hazard or hazardous practice in the workplace.
- Report any problems as they arise to your supervisor including incidents, injury or property damage.
- Avoid waste or extravagance and make proper use of the resources of the school/Directorate.

Work Pockets

Each child is provided with a work pocket for individual communication and as a safe place for their creations. Please ensure you check the pocket frequently.



Attachments

A: Diseases - Outbreak Procedures and Exclusion Periods

Personal hygiene measures such as hand washing, covering the mouth and nose when coughing or sneezing, covering weeping sores, not sharing food or drinks and not attending school when ill or suffering from diarrhoea are important means of limiting the transmission of a number of common infectious conditions.

The [ACT Public Health Regulations 2000](http://www.legislation.act.gov.au/sl/2000-1/default.asp) (<http://www.legislation.act.gov.au/sl/2000-1/default.asp>) require children to be excluded from school, preschool, childcare or family daycare for the periods specified in the following table.

Condition	Exclusion of person with condition	Exclusion of persons in contact with condition
Amoebiasis (entamoeba histolytica)	Exclude until diarrhoea ceases	Not excluded
*Campylobacteriosis	Exclude until diarrhoea ceases	Not excluded
Chickenpox (varicella and herpes zoster)	Exclude until the last blister has scabbed over. The child should not continue to be excluded by reason only of some remaining scabs.	Not excluded Any child with an immune deficiency (eg with leukaemia, or as a result of receiving chemotherapy) should be excluded for their own protection and seek urgent medical advice and varicella-zoster immunoglobulin (ZIG), if necessary.
Conjunctivitis (acute infectious)	Exclude until discharge from eyes ceases.	Not excluded
*Cryptosporidiosis	Exclude until diarrhoea ceases	Not excluded
Diarrhoea	Exclude until diarrhoea ceases	Not excluded
*#Diphtheria	Exclude until — (a) at least 2 negative throat swabs have been taken (the first not less than 24 hours after cessation of antibiotic treatment and the second not	Exclude family and household contacts until approval to return has been given by the Chief Health Officer.

Condition	Exclusion of person with condition	Exclusion of persons in contact with condition
	less than 48 hours later), and (b) a certificate is provided by a medical practitioner recommending that the exclusion should cease.	
Giardiasis	Exclude until diarrhoea ceases	Not excluded
*#Haemophilus influenza type b (Hib)	Exclude until a certificate is provided by a medical practitioner recommending that the exclusion should cease.	Not excluded
Hand, Foot and Mouth disease	Exclude if – (a) child is unwell, or (b) child is drooling, and not all blisters have dried or an exposed weeping blister is not covered with a dressing.	Not excluded
*Hepatitis A	Exclude for at least 7 days after the onset of jaundice and a certificate is provided by a medical practitioner recommending that the exclusion should cease.	Not excluded
Herpes (cold sores)	Exclude young children unable to comply with good hygiene practices while the lesion is weeping. Lesion to be covered by a dressing in all cases, if possible.	Not excluded
Impetigo (school sores)	Exclude until appropriate treatment has commenced and sores on exposed surfaces are covered with a watertight dressing.	Not excluded
Influenza and influenza-like illnesses	Exclude until well	Not excluded

Condition	Exclusion of person with condition	Exclusion of persons in contact with condition
*Leprosy	Exclude until approval to return has been given by the Chief Health Officer.	Not excluded
*#Measles	Exclude for at least 4 days after the rash appears.	(a) Immunised contacts not excluded. (b) Exclude non-immunised contacts until 14 days after the first day of appearance of the rash in the index case. (c) Non-immunised contacts immunised with measles vaccine within 72 hours after their first contact with the index case are not excluded after being immunised. (d) Non-immunised contacts who are given normal human immunoglobulin (NHIG) within 7 days after their first contact with the index case are not excluded after being given NHIG.
Meningitis (bacterial)	Exclude until well	Not excluded
*Meningococcal infection	Exclude until adequate carrier eradication therapy has commenced.	(a) Not excluded if receiving rifampicin or other antibiotic treatment recommended by the Chief Health Officer. (b) Otherwise, excluded until 10 days after last contact with the index case.
*#Mumps	Exclude for 9 days after onset of symptoms, or until parotid swelling goes down (whichever is sooner).	Not excluded
*#Poliomyelitis	Exclude for at least 14 days after onset of symptoms and until a certificate is provided by a medical practitioner recommending that the exclusion should cease.	Not excluded

Condition	Exclusion of person with condition	Exclusion of persons in contact with condition
Ringworm, scabies, pediculosis (lice), trachoma	Exclude until effective treatment has commenced.	Not excluded
Rotavirus	Exclude until diarrhoea ceases	Not excluded
*#Rubella (German measles)	Exclude for 4 days after the appearance of the rash.	Not excluded Female staff of child-bearing age should ensure that their immune status against rubella is adequate.
*Salmonellosis	Exclude until diarrhoea ceases	Not excluded
*Shigellosis	Exclude until diarrhoea ceases	Not excluded
Streptococcal infection (including scarlet fever)	Exclude until the person has recovered or has received antibiotic treatment for at least 24 hours.	Not excluded
*Tuberculosis	Exclude until approval to return has been given by the Chief Health Officer.	Not excluded
*Typhoid and paratyphoid fever	Exclude until a certificate is provided by a medical practitioner recommending that the exclusion should cease.	(a) Not excluded unless the Chief Health Officer notifies the person in charge of the school. (b) If the Chief Health Officer gives notice, exclusion is subject to the conditions in the notice.
*#Whooping cough (pertussis)	Exclude for 21 days from start of cough, or for at least 5 days after starting a course of antibiotics recommended by the Chief Health Officer.	Exclude non-immunised household, home based child care and close child care contacts under 7 years old for 14 days after the last exposure to infection, or until 5 days after starting a course of antibiotics recommended by the Chief Health Officer (whichever is sooner).
Worms (intestinal)	Exclude until diarrhoea ceases	Not excluded

