

IMMUNISATION POLICY



Related Quality Area	QA2: Health and Safety
Related Policies	Enrolment & Orientation Policy Incident, Illness, Accident and Trauma Policy Record Keeping and Retention Policy Infectious Disease Policy Family Communication Policy Work, Health and Safety Policy Acceptance and Refusal Policy

PURPOSE

Nightcliff Family Centre (the Centre) promotes a safe and healthy environment for children. Immunisation is a preventative measure to reduce or prevent the spread of infections and protects children, staff, families and visitors. The risk of infection in childcare can be significantly reduced if children are age-appropriately immunised prior to entry. Nightcliff Family Centre (the Centre) is committed to preventing the spread of infections through monitoring and encouraging immunisations for children and staff.

SCOPE

This policy applies to children, families, staff, management and visitors of the Centre.

IMPLEMENTATION

Children

In the case of vaccine-preventable diseases, the risk of infection in childcare can be significantly reduced if children are age-appropriately immunised prior to entry and continue to receive recommended vaccines at the appropriate ages.

In Northern Territory "There are no specific immunisation requirements to attend childcare services. However, if an outbreak occurs, unimmunised children may be excluded for "a period of time".

The Centre will display current Department of Health Immunisation Schedule information. Only parents of children (less than 20 years of age) who are fully immunised or are on a recognised catch-up schedule can receive Child Care Subsidy (CCS) and the Family Tax Benefit Part A end of year supplement.

Educators

NHMRC recommends educators be immunised against:

- Hepatitis A
- Measles-Mumps-Rubella (MMR).
Educators born during or since 1966 who do not have vaccination records of two doses of MM, or do not have antibodies for rubella, require vaccination.
- Varicella, if they have not previously been infected with chickenpox.

- Pertussis
 - Hepatitis B
- For Educators and other staff at our Service the annual Influenza (flu) vaccine is compulsory and all adults are encouraged to receive COVID-19 vaccinations.

Management / Nominated Supervisor will:

- Display wall charts about immunisation in the main reception area.
- Ensure that evidence is provided for each child prior to enrolment that confirms the child is fully immunised for their age or has a medical reason not be immunised.
- Develop a staff immunisation record that documents each staff member's immunisation.
- Request all new and current staff to complete the staff immunisation record.
- Update staff immunisation records as staff become vaccinated.
- Provide staff with information about vaccine-preventable diseases.
- Take all reasonable steps to encourage non-immune staff to be vaccinated.
- Document advice given to educators and other staff, and any refusal to comply with vaccination requests.
- Notify families when an outbreak of a vaccine-preventable disease occurs.
- If a vaccine-preventable disease occurs in the Centre a notification will be sent to all families and it will state that "if your child is not up to date with vaccinations, we ask you exclude them for a period of time".
- Advise any staff members who fall pregnant to visit their GP immediately and have a test for Cytomegalovirus (CMV) to check their immunity. Any pregnant staff member who is at a heightened risk will not change nappies and will double glove when in contact with any body fluids, including saliva.

Families will:

- Provide the Centre with a copy of one or more of the following documents:
 - A copy of their vaccinations in the NT yellow health record book, OR:
 - An Australian Immunisation Register (AIR) Immunisation History Statement which shows that the child is up to date with their scheduled vaccinations; or
 - An AIR Immunisation History Form on which the immunisation provider has certified that the child is on a recognised catch-up schedule; or
 - An AIR Immunisation Medical Exemption Form which has been certified by a GP.
 - Ensure their child/ren are up to date with their immunisations throughout the entire time they are enrolled at the Centre.

Relevant resources

Northern Territory (NT)
Children do not need to be immunised to attend early childhood education and care services.

The National Immunisation Program (NIP) Schedule [TO BE DISPLAYED IN THE SERVICE](#) can be accessed and downloaded from:
<https://www.health.gov.au/resources/publications/national-immunisation-program-schedule-portrait>

- The service will download and print the ‘one page’ immunisation schedule for the NT from the following website and attach it to this policy: <https://nt.gov.au/wellbeing/healthy-living/immunisation/child-vaccinations>
- Current Immunisation Recommendations for Adults in the Northern Territory
 The service will refer to, and encourage educators to participate in, the recommended immunisation program for adults – <https://nt.gov.au/wellbeing/healthy-living/immunisation/adult-vaccinations>
- For immunisation information including vaccination histories, contact the NT Immunisation Register on 08 8922 8315 (Top End) or 08 8951 6928 (Central Australia) or by fax on 08 89228897. The Help Desk is open from Monday to Friday 8 am to 4.20pm
- Australian Government [Australian Immunisation Register](#)
- Australian Government [Immunisation history statement](#)

POLICY REVIEWED BY	Judy Rondon	Director	March 2024
POLICY REVIEWED	MARCH 2024	NEXT REVIEW DATE	MARCH 2025
MODIFICATIONS	Dismissed: <ul style="list-style-type: none"> • Covid-19 Vaccine (Compulsory for staff members) New Modification: For Educators and other staff at our Service, the annual Influenza (flu) vaccine is compulsory, and all adults are encouraged to receive COVID-19 vaccinations.		

POLICY REVIEWED BY	Judy Rondon	Director	July 2025
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