



INFECTIOUS DISEASE POLICY

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INFECTIOUS DISEASE POLICY

1.0 *Policy Statement*

West Coast Gymnasts acknowledges that a number of communicable diseases can potentially be transmitted during body contact by the transfer of body fluids from one person to another via broken skin or mucous membranes. The more serious include blood borne viruses such as hepatitis B, C and HIV.

Other bacteria and viruses can be transmitted via saliva and other secretions from the nose and throat when water bottles and other similar articles are shared during sporting activities. Potential infections transmitted via this route include whooping cough, influenza and glandular fever.

West Coast Gymnasts will ensure every step outlined in this Policy is undertaken to minimise the potential exposure to risk.

2.0 *Purpose*

The purpose is to educate all members of the requirements and processes necessary to provide a safe and aware environment.

3.0 *Definitions*

Definitions

Hand hygiene is a general term referring to any action of hand cleansing. It includes hand washing with soap and water and using antimicrobial hand rubs (for example, an alcohol-based hand rub). For more detailed information about hand hygiene, see: Personal Hygiene in Related policies.

Infectious diseases are diseases caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi; the diseases can be spread, directly or indirectly, from one person to another.

Respiratory hygiene or **cough etiquette** are terms used to describe infection prevention measures. Practices include:

- covering the mouth and nose when coughing or sneezing
- using tissues and disposing of them appropriately
- attending to hand hygiene immediately after coughing, sneezing or blowing nose.

Standard precautions are the minimum infection prevention and control practices that must be used at all times for all people in all situations. The use of standard precautions aims to minimise and, where possible, eliminate the risk of transmission of infection.

4.0 *Rationale*

Due to the dynamic and physical nature of gymnastics, education and precautions are required to deal with cuts, abrasions and the potential spread of disease. West Coast Gymnasts recognises that infectious diseases can affect the performance abilities of children and adults.

5.0 *Scope*

This Policy applies to all of West Coast Gymnasts' trainings, meetings, functions and events. It is inclusive of all members, gymnasts, officials and others taking part in West Coast Gymnasts' activities.

West Coast Gymnasts takes infectious disease seriously and will strictly follow the Policy in order to allow our members to develop and maintain healthy lifestyles.

6.0 Policy Education

This Policy will be available in a hard copy to all members upon request and will readily available on the website. Every effort will be made by West Coast Gymnasts to provide relevant up-to-date information from National and State Government bodies on infectious disease.

7.0 Policy Compliance

The following recommendations will reduce the risk of transmitting infectious disease:

7.1 Gymnasts

- It is the gymnast's responsibility to maintain strict personal hygiene, as this is the best method of controlling the spread of infectious diseases;
- It is strongly recommended that if gymnasts are feeling unwell prior to training or an event, they should not participate; they should consult their General Practitioner;
- All gymnasts with prior evidence of a communicable disease are strongly advised to obtain advice and clearance from a doctor prior to participation; &
- The practice of spitting in common areas is NOT permitted.

7.2 Common Areas

- It is West Coast Gymnasts' responsibility to ensure that the bathroom areas are clean and tidy; particular attention is paid to hand-basins, toilets and showers;
- Adequate soap, paper hand towels, brooms, refuse disposal bins and disinfectants will be available at all times;
- All clothing, equipment and surfaces contaminated by blood must be treated as potentially infectious and treated accordingly. Blood spills should be dealt with immediately;
- Sharing of towels, shaving razors, face washers, toothbrushes and drink containers should not occur;
- In all training areas, open cuts and abrasions must be reported to the coach and treated immediately. Any open areas on the skin should be cleaned thoroughly and covered with a protective dressing prior to further participation;
- Gymnasts should supply their own labelled water bottles and any other equipment that has the potential to be contaminated with saliva.

7.3 Coaches and Judges

- Coaches must report all open cuts and abrasions to staff at the first available opportunity; any open areas on the skin should be cleaned thoroughly and covered with a protective dressing prior to further participation;
- All contaminated clothing and equipment must be replaced prior to the gymnast being allowed to resume participation;
- If bleeding should recur, the above procedures must be repeated;
- If bleeding cannot be controlled and the wound securely covered, the gymnast must not continue participation;
- It is strongly recommended that if gymnasts or coaches are feeling unwell prior to training, they should not participate. They should consult their General Practitioner;
- Gymnasts or coaches who are unwell during or after a sporting event should not continue to take part in the event, unless cleared to do so or a General Practitioner;
- Gymnasts or coaches who have an open cut or ulcerating sore should be seen by a doctor and not take part in a sporting event unless cleared to do so by a doctor; &
- Coaches and judges should provide their own individually labelled water bottles and any other equipment that has the potential to be contaminated by saliva. These items must not be shared with another person at any time.

7.4 Education

- There is an obligation upon West Coast Gymnasts to provide suitable information on the associated risk factors and prevention strategies against communicable diseases;
- Additional information may be obtained from team doctors or the Department of Health and Human Services' Communicable Diseases Prevention Unit;

- The safe handling of contaminated clothing, equipment and surfaces must be brought to the attention of all members and ancillary staff; &
- Although hepatitis B vaccination is usually effective in raising immunity to hepatitis B, it provides no protection against other blood-borne diseases such as HIV. Vaccination must not result in any relaxation of hygiene standards.

Acting on the advice of the WA Department of Health, the club is undertaking the necessary precautions for members and staff and will expect all members to adhere to this policy.

7.5 The Right To Exclude Members From Entering The Venue

WCG reserves the right to exclude members from the club if they display any serious symptoms of illness that may be deemed infectious or if an athlete is generally unwell and it is unsafe for an athlete to participate in class.

7.6 Staff Absences

The Club reserves the right to cancel classes if coaches become sick and no suitable cover can be found. In this instance, a makeup session will be organised, or if there is no suitable session available, the primary account holder will be given a credit for the lost training session.

Some strategies in place regarding absenteeism of staff is as follows:

- Review attendance and sick leave policies to allow for more flexibility.
- Review the usual absenteeism patterns at the club among both students and staff.
- Encourage staff to stay home when sick.
- Where possible, exercise flexibility to allow staff to stay home to care for sick family members.

7.7 Excused Absences, Credits and Club Drop Policy

Provided the club has not been forced to shut down or the club has not received any advice from its governing bodies or the Health Department, all current policies regarding credits, absences or Drops will continue to still apply (see our Fees Policy for further clarification).

This means, that should an athlete take a leave of absence and/or refrain from participating in classes due to illness, the Fees Policy rulings take precedence. Fees will continue to be charged during this time and any applications for credits will be in accordance with the Fees Policy. Requests for credits off fees must be submitted with a medical certificate as per the Fees Policy wording.

7.8 If A Child Is Showing Signs of Being Sick Or A Parent Advises Their Child Is Unwell

West Coast Gymnasts is not expected to screen students or staff to identify cases of any infectious diseases. Athletes who arrive at the club sick may be sent home as soon as it is identified that the member is sick. This will be at the discretion of the club coach, an administrator, a club manager or a committee member.

The club reserves the right to send a child home sick if they are displaying any of, but not limited to, the following symptoms:

- i. Fever or excessive sweating.
- ii. Vomiting. If a child has been vomiting twice or more in the last 24hrs, they will be asked to stay home.
- iii. Diarrhoea. Stools that are loose or watery can be the sign of a virus. If a child has had diarrhoea in the last 24hrs, they will be asked to stay home.
- iv. Respiratory issues such as coughing or sore throat as coughing spreads germs.
- v. Rashes. If a child appears to have an unknown rash.
- vi. Lethargy. Changes in the child's behaviour, difficulty walking or over tiredness.
- vii. Runny nose. If a child has a runny nose that is of a yellow-greenish colour.

Sick students will be kept separate from healthy students and staff until they can leave. Once the illness has passed and the incubation period has lapsed, only then will children be permitted to return to the club.

8.0 Confidentiality

Breaches of this policy must be reported to West Coast Gymnasts management within 14 days of any occurrence. Breaches of this policy must be kept confidential and disclosure to any third party beyond West Coast Gymnasts management is not permitted.

9.0 Policy Outcomes

Anticipated outcomes of West Coast Gymnasts Infectious Disease Policy are as follows:

- Increased awareness of Infectious Disease;
- Increased awareness of the management of Infectious Disease;
- Healthier Club members;
- Education of members in this important area; &
- Reduction in incidence of infectious disease at West Coast Gymnasts.

ANNEXE 1

CORONAVIRUS (COVID-19)

1.0 Policy Statement

West Coast Gymnasts is committed to reviewing, updating, and implementing its infectious disease policy. In the case of a novel Coronavirus (COVID-19) outbreak, West Coast Gymnasts will continue to monitor the situation utilising all forms of social media, news articles and information from health departments and other relevant partners.

The club is committed to ensuring this supplementary policy includes strategies to reduce the spread of a wide variety of infectious diseases such as the COVID-19 virus and will have effective strategies enhancing everyday policies and practices.

The club will also ensure the plan emphasises common-sense preventative actions for students and staff. For example, emphasis on staying home when sick; appropriately covering coughs and sneezes; cleaning frequently touched surfaces; and washing hands often.

2.0 Policy Scope

This policy applies to all members, staff, parents/carers, contractors, visitors and volunteers entering club sites.

3.0 Definitions

Epidemic: An outbreak of disease that attacks many people at about the same time and may spread through one or several communities.

Pandemic: an outbreak of a disease that occurs over a wide geographic area and affects an exceptionally high proportion of the population

Coronavirus is a respiratory illness caused by a new virus.

COVID-19: a new virus for 2019/2020. Symptoms range from a mild cough to pneumonia. Some people recover easily, others may get very sick very quickly. There is evidence that it spreads from person to person. Good hygiene can prevent infection.

4.0 Policy Purpose

4.1. Education

The club will continue reviewing, updating, and implementing its infectious disease policy in the case of an outbreak or pandemic of COVID-19 and will continue to monitor the situation utilising all forms of social media, news articles and information from health departments and other relevant partners.

The club will periodically display resources such as posters with messages for staff and will ensure all coaches are checking that children are using the correct hand washing strategies after a bathroom break.

Prior to starting coaching or work, all staff will be encouraged to wash their hands either by washing with soap and water for at least 20 seconds or by using a hand sanitiser that contains at least 60% alcohol if soap and water are not available.

Staff will be continually reminded about when to stay home from work when they are sick and will also continue to be educated on how to avoid spreading germs. Sneezing into elbows will be encouraged, rather than into their hands. Tissues will be available and will need to be disposed of immediately.

Children and staff do not require a medical certificate or clearance to return to the Club and do not need to isolate as per the current advice from the WA Government, Department of Health, although it is encouraged that those with symptoms stay home until they have subsided.

5.0 *Policy Compliance*

5.1 In The Event of A Lockdown

In the event of an advised lockdown by the government, Health Department or our governing body, the club reserves the right to close its doors and cancel all classes immediately without notice.

Correspondence advising of this mandatory lockdown will be emailed to families as soon as management is practically able to do so. During this lockdown all fees will be suspended, all classes blocked out and the gyms will be quarantined.

Annual registrations will remain current and all members will be advised when it is safe to return to the club. No refunds will be given during this time, however, credits will be issued within 14 days of shutdown for all remaining missed classes for the current month. The annual registration and insurance fee cannot be credited, nor refunded and will remain valid until December 2020.

5.2 Excused Absences, Credits and Club Drop Policy

Provided the club has not been forced to shut down or the club has not received any advice from its governing bodies or the Health Department, all current policies regarding credits, absences or Drops will continue to still apply (see our Fees Policy for further clarification).

This means, that should an athlete take a leave of absence and/or refrain from participating in classes due to illness, the Fees Policy rulings take precedence. Fees will continue to be charged during this time and any applications for credits will be in accordance with the Fees Policy. Requests for credits off fees must be submitted with a medical certificate as per the Fees Policy wording.

6.0 *Communication*

As and when new information becomes available, sharing of information with staff, students, and their families will be transmitted via email, in newsletters, posted on the club's website and may be verbalised through coach-parent meetings.

Posters will be displayed on noticeboards at either venue and flyers/handouts may also be sent home with athletes, at the discretion of the club's management.

7.0 *Review and Update*

Reviews will be carried out as and when necessary to ensure that all relevant information is portrayed to its members and that staff have the most updated information regarding the Coronavirus.

The WA Department of Health has updated information including frequently asked questions about the COVID-19. To view this information visit healthy.wa.gov.au/coronavirus.