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| Children's Education and Care Assurance |
| 23 October 2020**Responding to a case of COVID-19 in ACT education and care services** While ACT education and care services (service) are well placed to respond to COVID-19, providers, nominated supervisors, service leaders and educators should be prepared for the possible event where a child or staff member has a confirmed case of COVID-19. Providers, nominated supervisors, service leaders and educators should: * Understand the Education Directorate’s [Notification decision action and recovery flowchart](https://www.education.act.gov.au/__data/assets/pdf_file/0009/1647018/Notification-decision-action-and-recovery-flowchart-for-a-confirmed-case-of-COVID-19.pdf) and the [Initial communication package](file:///C%3A%5CUsers%5Cjanette%20luke%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Word%5CInitial%20Communications%20Package%20%20%2848kb%29) for ACT services in case of a closure due to a confirmed case of COVID-19.
* Have a comprehensive understanding of the service’s COVID-19 plans, policies and procedures and their role if their service was directed to close due to a case of COVID-19.
* Where appropriate ensure that the [Infection control during the COVID - 19 pandemic model policy](https://www.education.act.gov.au/__data/assets/word_doc/0007/1535713/Infection-control-during-the-COVID-19-pandemic-model-policy-14-5-20.docx) is implemented and adapted for use in the context of their setting.
* Ensure that the service’s [existing risk assessments for emergencies](https://www.legislation.nsw.gov.au/#/view/regulation/2011/653/chap4/part4.2/div5) is reviewed and updated to include a response to COVID-19.
* Have well established processes in place to ensure that providers and services are keeping up to date with the latest health advice and directions from [ACT Health](https://www.covid19.act.gov.au/) and
* Confirm that provider, persons with management and control, nominated supervisor and service contact details are up to date on the [National Quality Agenda IT System](https://public.nqaits.acecqa.gov.au/Pages/Landing.aspx) (NQAITS).

Further information about COVID-19 for ACT education and care services is available on the Education Directorate’s [website](https://www.education.act.gov.au/early-childhood/information-on-novel-coronavirus-covid-19-for-early-childhood).  For enquires in relation to this notification please call CECA on (02) 6207 1114 or email CECA@act.gov.auThis email has been authorised by the ACT Regulatory Authority (CECA). CECA are responsible for administering the National Quality Framework within the ACT. |

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| facebook |  | Respect, Integrity, Collaboration and Innovation, the ACTPS Values and Signature Behaivours |

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