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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:\Users\janette%20luke\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Initial%20Communications%20Package%20%20(48kb)) 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.au](mailto:CECA@act.gov.au)  This 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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