



Introduction

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On Sunday 6 September, the [Victorian Government announced its Roadmap for reopening Victoria](#). The Roadmap outlines key dates and steps in relation to ECEC services. These changes remain subject to the advice of Victoria's Chief Health Officer.

Currently, Melbourne is in Stage 4 restrictions. From 11:59pm on 13 September, there will be the First Step towards COVID Normal. Regional Victoria, currently in Stage 3 restrictions, will move towards the Second Step of reopening.

This resource will provide information and resources on what you will need to develop, or have access to, in preparation for the reopening of services to all enrolled children.

DISCLAIMER

ELAA has made every effort to ensure the information provided in this steps sheet is accurate and current at the date of publication. The information and advice contained herein is advisory in nature and should be used and referenced by members in addition to advice from relevant Government and regulatory bodies.

The Roadmap

The Roadmap steps for metropolitan Melbourne and Regional Victoria are noted below.

Metropolitan Melbourne	Regional Victoria
<p>First Step</p> <p><i>Current from 11.59pm 13/9/2020</i></p> <ul style="list-style-type: none">■ Long Day Care, kindergartens and schools will continue remote and flexible learning with onsite supervision for children of permitted workers.■ Staff should work from home wherever possible.■ Mixing of staff and children between rooms should be minimised where possible.■ No sharing of food.■ Staff and children most at risk of severe illness to be individually assessed to the appropriateness for on site attendance with support from their medical practitioner.	



<p>Second Step</p> <p><i>Will occur after the 28/9/2020 and the average daily cases rate is between 30 to 50 cases over a 14-day period.</i></p> <ul style="list-style-type: none"> ■ Long day care will open from 28/9/2020. ■ Sessional kindergarten will commence on Monday 5/10/2020 in line with Term 4. ■ A COVIDSafe Plan must be in place. ■ Pre-service teacher placements can recommence. ■ Parent information sessions and interviews can occur, ensuring that physical distancing requirements of 1.5 metres between adults. 	<p>Second Step</p> <p><i>Current from 11.59pm 13/9/2020.</i></p> <ul style="list-style-type: none"> ■ Long Day Care and kindergarten remain open to all children. ■ A COVIDSafe plan must be in place. ■ Pre-service teachers can continue to attend services. ■ Parent information sessions and interviews can occur, ensuring that physical distancing requirements of 1.5 metres between adults.
<p>Third Step</p> <p><i>Subject to public health advice, the third step can start after 26/10/2020 when the daily average number of cases in the last 14 days.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten remain open. 	<p>Third Step</p> <p><i>Current when daily average number of cases in the last 14 days in Regional Victoria is less than 5 and there are no cases with an unknown source in the last 14 days.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten to remain open.
<p>Last Step</p> <p><i>Current after 23/11/2020 and if there are no new cases for 14 days.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten remain open. 	<p>Last Step</p> <p><i>Current after 23/11/2020 and there are no new cases for 14 days across Victoria.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten remain open.
<p>COVID Normal</p> <p><i>Current when there are no new cases for 28 days and no active cases (state wide) and no outbreaks in other States and Territories.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten remain open. 	<p>COVID Normal</p> <p><i>Current when there are no new cases for 28 days and no active cases (state-wide) and no outbreaks of concern in other States and Territories.</i></p> <ul style="list-style-type: none"> ■ Long day care and kindergarten remain open.

The [advice from the Victorian CHO](#) is that ECEC services remain safe for staff and children.



An [industry Roadmap for the Early Childhood Education and Care Sector](#) has been developed. The key items that you need be aware of are outlined in the table below.

<p>ENSURE PHYSICAL DISTANCING</p>	<ul style="list-style-type: none"> ■ Where multiple staff are in a room, maintain physical distancing from each other as much as practical. ■ Minimise the congregation of parents at arrival and departure times. ■ Use surface markings outdoors to provide physical distancing guides at arrival and departure times. ■ Develop strategies at arrival and departure times that do not involve parents entering the children’s rooms and play areas. ■ Staggered start and finish times. ■ No contact greetings. ■ Provide all staff with mandatory COVIDSafe Training. ■ Provide training to staff on physical distancing expectations. ■ Visitors to services should be limited to those delivering or supporting essential services and operations.
<p>WEAR A FACE COVERING</p>	<ul style="list-style-type: none"> ■ Wear face coverings when not working with children. ■ Wear a single use face mask when performing temperature checks. ■ Provide guidance and training on how to use PPE.
<p>PRACTISE GOOD HYGIENE</p>	<ul style="list-style-type: none"> ■ Conduct a temperature screen/check of each child with an infrared thermometer as they arrive throughout the day. ■ Liquid soap and running water or alcohol-based sanitiser is available at the entrance and throughout the service. ■ Frequent and regular cleaning and disinfection of shared spaces. ■ Comply with the Victorian Health and Safety Advice for Early Childhood Education and Care Services in the Context of COVID-19 ■ Comply with the Australian Health Protection Principal Committee Guidance for early childhood and learning centres ■ Comply with National Health and Medical Research Council guidance Staying healthy: Preventing infectious diseases in early childhood education and care services
<p>KEEP RECORDS AND ACT QUICKLY IF STAFF BECOME UNWELL</p>	<ul style="list-style-type: none"> ■ Support staff to stay home and get treated if they are unwell. ■ Have a plan to manage cases and notify and potentially close down if there are coronavirus (COVID-19) cases. ■ Keep records of all people who enter the service for contact tracing. ■ Alert Approved Provider about any large increase in child and staff absenteeism due to flu like illnesses. ■ Ask staff to declare that they are free of symptoms before the start of each shift.

This document can be viewed [here](#).



Resources

The following are resources that have already been developed or released. The aim in including them in this document is that you will have the information that you will or may need in one central location.

ELAA Resources

1. [What to do if you have a positive case of COVID-19 at your service?](#)
2. [COVID-19 Planning Checklist](#)

ELAA has developed a suite of [resources](#) and [FAQ responses](#) during 2020 to support services during COVID-19 .

WorkSafe - 1800 136 089

WorkSafe has developed the [COVID-19 Guidance for Early Childhood Education and Care services](#)

It contains useful information on:

- WorkSafe virtual inspector visits to ECEC services
- Screening for coronavirus (COVID-19)
- Obligations of employers in the supply of Personal Protective Equipment (PPE)
- The WorkWell Toolkit

Business Victoria - 13 22 15

1. [Developing a COVIDSafe Plan](#)
2. A [template COVIDSafe Plan](#)

Department of Health and Human Services - 1800 675 398

1. [Coronavirus \(COVID-19\)](#)
2. [Coronavirus \(COVID-19\) Roadmap to reopening](#)

Department of Education and Training - 1800 338 663

1. [Coronavirus \(COVID-19\) advice for early childhood services](#)



ELAA values the time and efforts of all those involved in the early childhood sector, it has certainly been a challenging year to date.

As Victoria moves towards COVID Normal, if you require any further support or information, please do not hesitate to contact members services at memberservices@elaa.org.au