



## [Tickton Pre-school and Play Pals,](#)

### [Managing Children with Sickness and/or infection and Allergies Policy.](#)

[\(staff sickness\)](#)

#### Working in conjunction with the Early Years Foundation Stage Statutory Framework (EYFS).

Quality and Consistency.

A Secure Foundation.

Partnership Working.

Equality of Opportunity.

Unique Child

Positive Partnerships

Enabling Environment

Learning and Developing

### Promoting health and hygiene

#### EYFS (Health)

#### Policy statement

We provide care for children and promote health through identifying allergies, illness and sickness.

**(SEE SETTING ALLERGIES POLICY).**

The goal of the Sickness Policy is to prevent the spread of communicable diseases at school. While we cannot prevent all illness, we can reduce the incidence and severity. This Policy applies equally to staff and children.

Parents are asked to observe their children each morning for signs of illness and call us with any questions or concerns.

Tickton Pre-school and Play Pals – Managing Children with Sickness and/or infection Policy and Allergies, The Staff understands that you need to be at work. We do our best to make that possible. When you child is ill please come as quickly as possible or make arrangements for your child to be pick up by someone else.

We prevent contact with the allergenic substance and take measures to prevent cross infection of viruses and bacterial infections.

Tickton Pre-school and Play Pals promotes the health of all children attending the setting (for example; using group times and adult led activities) and take necessary steps to prevent the spread of infection (working in close partnership with parents).

### **Procedures for children with allergies.**

**We follow all procedures and guidance given by the Food Standards Agency.**

**(SEE SETTING ALLERGIES POLCIY).**



When parents start their children at the setting they are asked if their child suffers from any known allergies. This is recorded on their registration forms.

If a child has an allergy, a risk assessment form is completed to detail the following:

- The allergen (i.e. the substance, material or living creature the child is allergic to such as nuts, eggs, bee stings, cats etc).
- The nature of the allergic reactions e.g. anaphylactic shock reaction, including rash, reddening of skin, swelling, breathing problems etc.
- What to do in case of allergic reactions, any medication used and how it is to be used (e.g. Epi-pen). (staff have anaphylactic shock training).
- Control measures – such as how the child can be prevented from contact with the allergen.
- Review - This form is kept in the child's personal file and a copy is displayed where staff can see it.
- Parents/GP's/ professionals train staff in how to administer special medication in the event of an allergic reaction.
- Generally, no nuts or nut products are used within the setting.
- Parents are made aware that no nut or nut products are accidentally brought in, for example to a party.

Tickton Pre-school and Play Pals – Managing Children with Sickness and/or infection Policy and Allergies,  
**Insurance requirements for children with allergies and disabilities**

- Our insurance automatically includes children with any disability or allergy but certain procedures must be strictly adhered to as set out below. For children suffering life threatening conditions, or requiring invasive treatments; written confirmation from our insurance provider must be obtained to extend the insurance.

**If a child becomes unwell whilst they are at the setting employees are to ensure that:**

- The parents are contacted immediately
- A suitable rest area is allocated to the child
- A member of staff remains with the child at all times.

**Incidents of Vomiting & Diarrhoea**

Where possible, the employees should attempt to ascertain the nature of the child's illness. After the second bout of either diarrhoea or after the first bout of vomiting, the staff member is to inform the child's parent/guardian and to request that the child is collected from the preschool. The parent is asked to keep the child at home for 48 hours after the last bout of vomit or diarrhoea.

**High Temperatures**

Suspicious of high temperature should be checked using a thermometer.

If the child's temperature is above 38.5°C the parent/carer is called to advise them of the child's condition and ask them to collect the child.

Employees may attempt to reduce a child's temperature by:

Stripping the child down to their vest or nappy and removing sock and shoes.

Application of a cool compress to the back of the child's neck

**Allergies**

Child allergies are potentially serious and may even be life threatening. Managers are to ensure that the following procedures are followed:

A parent has notified the preschool by letter or via the registration form to inform us that their child has an allergy.

Ensure that a medical plan is obtained from the family's doctor or medical professional

Ensure that the child's on-line registration documents are annotated with the details of the allergy, including symptoms and emergency treatment.

Ensure that all employees are made aware of the child's condition

**At all times the administration of medication must be compliant with the Welfare Requirements of the Early Years Foundation Stage (EYFS) and follow procedures based on advice given in *Managing Medicines in Schools and Early Years Settings* and Ofsted Advice.**

### **Oral Medication**

Asthma inhalers are now regarded as "oral medication" by insurers and so documents do not need to be forwarded to our insurance provider.

Oral medications must be prescribed by a GP and have manufacturer's instructions clearly written on them.

The group must be provided with clear written instructions on how to administer such medication from parents.

All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.

The group must have the parent/carers prior written consent. This consent must be kept on file. It is not necessary to forward copy documents to your insurance provider.

Life-saving medication & invasive treatments - adrenaline injections (Epi-pens) for anaphylactic shock reactions (caused by allergies to nuts, eggs etc) or invasive treatments such as rectal administration of Diazepam (for epilepsy).

### **The setting must have:**

- a letter from the child's GP/consultant stating the child's condition and what medication if any is to be administered;
- written consent from the parent or guardian allowing staff to administer medication; and
- proof of training in the administration of such medication by the child's GP, a district nurse, children's nurse specialist or a community paediatric nurse.
- Copies of all three letters relating to these children must first be sent to the Pre-school Learning Alliance Insurance Department for appraisal (if you have another provider, please check their procedures with them). Confirmation will then be issued in writing confirming that the insurance has been extended.

- Key person for special needs children - children requiring help with tubes to help them with everyday living e.g. breathing apparatus, to take nourishment, colostomy bags etc.
- Prior written consent from the child's parent or guardian to give treatment and/or medication prescribed by the child's GP.
- Key person to have the relevant medical training/experience, which may include those who have received appropriate instructions from parents or guardians, or who have qualifications.
- Copies of all letters relating to these children must first be sent to the Pre-school Learning Alliance Insurance Department for appraisal. Written confirmation that the insurance has been extended will be issued by return.

**Staff sickness:**

Any sickness/absence should be reported to the Manager by 6.30am, by telephoning her personal mobile (all staff should take a note of this) giving a clear indication of the nature of the illness/absence and a likely return date. (It is the responsibility of the staff member to ensure their absence has been received by the manager- so a left message or text is not acceptable).

**Keeley Watkins is Tickton Pre-school and Play Pals SENCO.**

### **Procedures for children who are sick or infectious.**

If children appear unwell during the day – have a temperature, sickness, diarrhoea or pains, particularly in the head or stomach – the manager calls the parents immediately and asks them to collect their child, or send a known carer to collect on their behalf. The child must have one-to-one care by a staff member until collected to ensure they are safe and well looked after.

This must be recorded in the setting register (why the child has been sent home).

- If a child has a temperature, they are kept cool, by removing top clothing, sponging their heads with cool water, but kept away from draughts.
- Temperature is taken using a 'fever scan' kept near to the settings safe. The temperature is recorded. If temperature reaches extreme lows or highs an ambulance will be called.
- In extreme cases of emergency the child should be taken to the nearest hospital and the parent informed.
- Parents are asked to take their child to the doctor before returning them to the pre-school or out of school club, the setting can refuse admittance to children who have a temperature, sickness and diarrhoea or a contagious infection or disease.
- Where children have been prescribed antibiotics, parents are asked to keep them at home for 48 hours before returning to the setting.
- After diarrhoea, parents are asked to keep children home for 48 hours or until a formed stool is passed.
- The setting has a list of excludable diseases and current exclusion times. The full list is obtainable from [www.patient.co.uk](http://www.patient.co.uk) and includes common childhood illnesses such as measles.
- We keep a copy of 'Infection Control data from the HSE' at the setting to share with practitioner, visitors, and parents.

**Staff must use disposable aprons and gloves when cleaning up any bodily fluids and follow risk assessment that has been put in place.**

### **Reporting of 'notifiable' diseases'**

If a child or adult is diagnosed suffering from a 'notifiable' disease under the Public Health (Infectious Diseases) Regulations 1988, the GP will report this to the Health Protection Agency.

When the setting becomes aware, or is formally informed of the notifiable disease, the manager informs Ofsted and acts on any advice given by the Health Protection Agency.

### **HIV/AIDS/Hepatitis procedure**

- HIV virus, like other viruses such as Hepatitis, (A, B and C) are spread through body fluids. Hygiene precautions for dealing with body fluids are the same for all children and adults.
- We use vinyl gloves and aprons when changing children's nappies, pants and clothing that are soiled with blood, urine, faeces or vomit.
- Protective rubber gloves are used for cleaning/slucing clothing after changing.
- Soiled clothing is rinsed and bagged for parents to collect.
- Spills of blood, urine, faeces or vomit are cleared using mild disinfectant solution and mops; cloths used are disposed of.
- Tables and other furniture, furnishings or toys affected by blood, urine, faeces or vomit are cleaned using a disinfectant.

### **Nits and head lice**

- Nits and head lice are not an excludable condition.
- On identifying cases of head lice, all parents are informed and asked to treat their child and all the family if they are found to have head lice as soon as possible.

