

15. Managing Children who are Sick, Infectious, or with Allergies

Our policy for the exclusion of ill or infectious children is discussed with parents/carers. This includes procedures for contacting parents/carers, or other authorised adults, if a child becomes ill while at Welford Pre-school.

- Children must not attend Welford Pre-school if they are unwell.
- Children with head lice are not excluded, but parents/carers will be supported with information on how to remedy the condition.
- Parents/carers are notified if there is a case of head lice at Welford Pre-school.
- Parents/carers are notified if there is a case of an infectious disease, such as chicken pox.
- HIV (Human Immunodeficiency Virus) may affect children or families attending Welford Pre-school. Children or families are not excluded because of HIV.
- Good hygiene practice concerning the clearing of any spilled bodily fluids is carried out at all times.
- OFSTED is notified of any infectious diseases that a qualified medical person considers worthy of notification.

Procedures for children who are sick or infectious at Welford Pre-school

- 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/carers and asks them to collect the child, or send a known carer to collect on their behalf.
- 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 digital thermometer kept in the first aid box.
- In extreme cases of emergency, the child should be taken to the nearest hospital by the parents/carers, or an ambulance.

Returning to Welford Pre-school after sickness

- Where children have been prescribed antibiotics, parents/carers are asked to keep them at home until they are well enough to return to Welford Pre-school.
- After sickness or diarrhoea, parents/carers are asked to keep children home for 48 hours from the last episode.
- Welford Pre-school has a list of excludable diseases and current exclusion times. The full list is obtainable from <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities> and includes common childhood illnesses such as measles.

Reporting of 'notifiable diseases'

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

Aids, HIV and Hepatitis

- The HIV virus, and other viruses such as Hepatitis A, B and C, are spread through bodily fluids. Hygiene precautions for dealing with bodily fluids are the same for all children and adults.
- Single use vinyl gloves and aprons are worn when changing children's nappies, pants and clothing that are soiled with blood, urine, faeces or vomit.
- Protective rubber gloves are used for bagging clothing after changing.
- Spills of blood, urine, faeces or vomit are cleared using disinfectant with cloths and mops; used cloths are bagged and disposed of.
- Tables and other furniture, furnishings or toys affected by blood, urine, faeces or vomit are cleaned using disinfectant.

Procedures for children with allergies

- When parents/carers start their children at Welford Pre-school, they are asked if their child suffers from any known allergies. This is recorded on the registration form.
- 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. EpiPen);
 - Control measures – such as how the child can be prevented from coming into 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/carers train staff in how to administer special medication in the event of an allergic reaction.
- Generally, no nuts or nut products are used within Welford Pre-school.
- Parents/carers are made aware so that no nut or nut products are accidentally brought in, for example in a lunchbox.

Insurance requirements for children with allergies and disabilities

- The insurance will automatically include 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 will be obtained

to extend the insurance.

At all times, the administration of medication must be compliant with the Safeguarding and Welfare Requirements of the Early Years Foundation Stage and follow procedures based on advice given in *Managing Medicines in Schools and Early Years Settings (DfES 2005)*

Administration of medication

- All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.
- Only prescribed medication may be administered. It must be in-date and prescribed for the current condition.
- Children taking prescribed medication must be well enough to attend Welford Pre-school.
- Children's prescribed drugs are stored in their original containers, are clearly labelled and are inaccessible to the children.
- Parents/carers give prior written permission for the administration of medication. This states the name of the child, names of parents/carers, date the medication starts, the name of the medication and prescribing doctor, the dose and times, and how and when the medication is to be administered.
- The administration is recorded accurately each time it is given and is signed by staff. Parents/carers sign the record sheet to acknowledge the administration of medication.
- If the administration of prescribed medication requires medical knowledge, individual training is provided for the relevant member of staff by a health professional.

Oral medication

- Oral medications must be clearly prescribed by a GP and have clear written instructions on how to administer such medication.
- Welford Pre-school must have the parents/carers' prior written consent. This consent must be kept on file.

Further guidance

See *Managing Medicines in Schools and Early Years Settings (DfES 2005)*

Date reviewed	20th January 2021
This policy was adopted at a meeting of Welford Pre-school held on	28th January 2021
Signed on behalf of the Committee	
Role of signatory	Chair