

# Sickness and Outbreak Policy and Procedure



We provide care for healthy children and promote health through identifying illness and allergies; we aim to prevent cross infection of viruses and bacterial infections by adhering to this policy. As the child's main carer, parents are expected to abide by this policy at all times by caring for their sick child away from the setting, communicating regularly with the pre-school and by not putting others at risk of infection.

## Procedures for children who are sick or infectious

- If your child is suffering from an illness s/he must not attend pre-school if they are symptomatic. This includes the symptoms of Covid-19.
- If your child is absent from pre-school due to sickness, it would be helpful if you could inform us of the type of illness he/she might have, as other children may be experiencing similar symptoms and this will enable us to keep a track on the situation.
- For more information on childhood illnesses and excludable diseases and current exclusion times, please refer to our Infectious Childhood Illnesses table. The table shows the symptoms, care needed and exclusion time from pre-school as advised by the NHS.
- Covid-19 symptoms in either a child, a parent/carer or a family member who you have been in contact with, must be reported to pre-school and a test must be taken. This should also lead to self-isolation until a negative test has been confirmed. See Coronavirus Policy for further information.
- It is recommended that advice be sought from your family doctor as soon as possible in cases of suspected infections.
- If your child is absent from pre-school due to illness, please could you inform the Pre-school by 9.30am in order that we do not mark your child as absent.
- If a child appears unwell during the day – have a temperature, sickness, diarrhoea or pains particularly within the head/stomach - the Manager or key worker will call the parents and ask them to collect their child.
- After any periods of diarrhoea or vomiting children are to be kept away from pre-school for at least 48 hours, this is to aid your child's recovery and protect the other children and adults accessing the setting, including staff members.
- No adult whom is symptomatic with regards to an illness/infection must enter the setting to drop off, collect or care for the children.
- If a child has a temperature and the room is at normal temperature they may be made comfortable at times by removing some clothing. It is wrong to wrap up a feverish child. The aim is to prevent overheating or shivering.
- Fresh drinking water will be continuously offered to the feverish child as this helps to prevent dehydration.

- In extreme cases of emergency the child will be taken to the nearest hospital and escorted by the Manager and another member of staff.
- **On the advice of the Environmental Protection Department, we keep individual records of illnesses for both children and staff. In extreme cases of an infectious outbreak we are expected to share children's and adult details with this department, obviously in the interests of containment.**
- **If your child has been prescribed a course of antibiotics, s/he cannot be brought to pre-school for 48 hours. After this time, if your child is well enough, they may return to pre-school. If necessary the medication will continue to be administered by staff members (see Administrating Medicines Policy)**

**Please note that we do not give any antibiotics unless it has been prescribed for your child**

- Full pre-school fees will be charged during sickness absences. Our policy on charging for Covid-19 absences can be found in our Payment policy.

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

- When parents start their child at the setting they are asked if their child suffers from any known allergies during the paperwork visit. If they have any allergies, this information is recorded upon the medical paperwork and cascaded to the staff team.
- If a child has an allergy, a risk assessment form is completed detailing the following information:
  - The allergen (substance, material or living creature such as nuts, eggs, bee stings)
  - The nature of the allergic reactions (anaphylactic shock reaction, including rash, reddening of skin, swelling and/or breathing problems)
  - What to do in case of an allergic reaction (medical treatment-Epi-pen) and how this is to be used
  - Control measures (how the child can be prevented from contact with the allergen)
  - Review date
- This form is kept within the child's personal file and a copy is displayed where staff can see it
- Parents and specialist practitioners will train staff in how to administer any special medication in the event of an allergic reaction.
- No nuts or nut products are used, knowingly, within the setting.

### **Procedures for reporting '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 Team.

- If the Manager feels there is an issue within the setting due to a high number of recorded sicknesses she will notify and seek advice from the Health Protection Team and inform Ofsted.
- The setting will report any confirmed cases of Covid-19 within their setting to the relevant bodies – Public Health England service, Ofsted and the local health protection team.

### **HIV/AIDS/Hepatitis procedures**

- HIV virus, like 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 sometimes aprons) are worn when changing children’s nappies, pants and clothing that are soiled with blood, urine, faeces and/or vomit.
- Soiled clothing is double bagged and given to the parent/carer at the end of the session.
- Spills of blood, urine, faeces or vomit are cleaned using mild disinfectant solution (D20) and any cloths used are disposed of accordingly.
- Tables and other furniture, furnishings or toys affected by blood, urine, faeces and/or vomit are cleaned using disinfectant solution (D20)

### **Nits and head lice**

- Nits and head lice are not an excludable condition, although in exceptional cases a parent may be asked to keep the child away until the infestation has cleared.
- 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.
- Staff cannot treat any child for head lice, this is the responsibility of the parents.
- Staff will only check a child’s hair if the child is demonstrating discomfort (itching, hair pulling) around the head/hair area.
- No child will be made to feel ‘dirty’ if head lice are suspected or detected.
- The child will not be identifiable to any other child or parents accessing the setting.

**Notice and guidance for treating will be sent out to all parents accessing the service following on from an infestation, the child involved will remain anonymous.**

<b>Date</b>	<b>Changes</b>	<b>Signature</b>
22 <sup>nd</sup> March 2021	Covid-19 included as an infection and notifiable disease. (see highlights)	

