

## **2.5 Managing children who are sick, infectious or with allergies policy**

### **Policy statement**

At Perins Pre-School, we promote the good health of all children attending, including oral health by:

- Asking visitors, and staff to not attend if unwell.
- Helping children to keep healthy by providing balanced and nutritious snacks.
- Having areas for rest and sleep.

We aim to provide care for healthy children through preventing cross infection of viruses and bacterial infections and promote health through identifying allergies and preventing contact with the allergenic trigger. To help keep children healthy and minimise infection, we do not expect children to attend if they are unwell. If a child is unwell, it is in their best interest to be in a home environment.

To take appropriate action of children who become ill and to minimise infection, we will implement the following procedures.

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

- If children appear unwell during the day – for example, if they have a temperature, sickness, diarrhoea, or pains, particularly in the head or stomach, the manager on duty will call the parents and ask them to collect the child, or to send a known carer to collect the child on their behalf.
- If a child has a temperature, they are kept cool, by removing top clothing and sponging their heads with cool water but kept away from draughts.
- The child's temperature is taken using a forehead scanner thermometer, kept in the first aid cupboard.
- If the child's temperature does not go down and is worryingly high, then we may give them paracetamol, after first obtaining verbal consent from the parent where possible. This is to reduce the risk of febrile convulsions, particularly for babies. If a child's temperature is high and requires paracetamol, then parents are required to collect their child within one hour. Parents sign the medication record when they collect their child.
- In extreme cases of emergency, an ambulance is called, and the parent informed.
- We can refuse admittance to children who have a temperature, sickness and diarrhoea or a contagious infection or disease. With regards to a high temperature, we will ask that they child returns to the setting once their temperature is back to normal.
- We inform all parents/carers if there is a contagious infection identified in the setting.
- After sickness or diarrhoea, we ask parents keep children home for 48 hours following the last episode.
- Some activities, such as sand and water play, and self-serve snacks where there is a risk of cross-contamination may be suspended for the duration of any outbreak.
- We notify Ofsted as soon as reasonably practical but in any event within 14 days of any incident of food poisoning.
- We follow the guidance published by UK Health Security Agency for managing specific diseases and advice from our local health protection unit on exclusion times for specific illnesses.

### *Reporting of 'notifiable diseases'*

- If a child or adult is diagnosed as suffering from a notifiable disease under the UK Health Security Agency, the GP will report this.
- When we become aware, or are formally informed of the notifiable disease, our manager will inform Ofsted and contacts UK Health Security Agency, and act on any advice given.

### *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:

- Wear single-use vinyl gloves and aprons when changing children's nappies, pants and clothing that are soiled with blood, urine, faeces, or vomit.
- Bag soiled clothing for parents to take home for cleaning.
- Clear spills of blood, urine, faeces, or vomit using mild disinfectant solution and mops; any cloths used are disposed of with the clinical waste.
- Clean any tables and other furniture, furnishings or toys affected by blood, urine, faeces, or vomit using a disinfectant.

### *Nits and head lice*

Nits and head lice are not an excludable condition; although in exceptional cases we may ask a parent to keep the child away until the infestation has cleared.

On identifying cases of head lice, we inform all parents ask them to treat their child and all the family if they are found to have head lice.

### *Conjunctivitis*

If a child is suspected to have conjunctivitis, then the Manager or Deputy Manager will telephone the Parents or Carers.

If a child is suspected of having conjunctivitis, then the Parents or Carers will be asked to seek medical advice from their GP or the child may be excluded from nursery until the child is better at the manager's discretion.

### *Allergies and allergic reactions*

We are aware that children may have or develop an allergic reaction. Our aim is to ensure allergic reactions are minimised, or where possible prevented, and that staff are fully aware of how to support a child who may be having an allergic reaction.

Our procedures:

- When children start at the setting, we ask their parents if their child suffers from any known allergies. This is recorded on their registration form and a health care plan.
- If a child has an allergy, we complete a risk assessment form and health care plan 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 contact with the allergen.
- This risk assessment form is kept in the child's personal file and a copy is displayed where we can see it.
- A health care plan will also be completed.
- Parents and visitors are not to give food or drink to any child other than their own when attending a nursery event or outings. This is to prevent any children with special diets being given the wrong food.
- Our staff are made aware of the signs and symptoms of a possible allergic reaction in cases of an unknown or first reaction in a child. These may include a rash, hives, nausea, stomach pain, diarrhoea, itchy skin, runny eyes, shortness of breath, chest pains or swelling to the mouth or tongue.
- Any food prepared for a child with a specific allergy is prepared using separate equipment to minimise cross-contamination.

### *Oral medication*

Asthma inhalers are now regarded as 'oral. Oral medications must be prescribed by a GP or have manufacturer's instructions clearly written on them.

We must be provided with clear written instructions on how to administer such medication.

We adhere to all risk assessment procedures for the correct storage and administration of the medication.

We must have the parents or guardians' prior written consent to administer.

Life-saving medication and invasive treatments:

These include adrenaline injections (EpiPens) for anaphylactic shock reactions (caused by allergies to nuts, eggs etc) or invasive treatments such as rectal administration of Diazepam (for epilepsy).

We must have:

- written consent from the parent or guardian allowing managers/leaders 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.

Treatments, such as inhalers or EpiPens are immediately accessible in an emergency.

## **Infection Control**

At Perins Pre-school, we promote the good health of all children attending, including oral health through maintaining high hygiene standards to help reduce the chances of infection being spread.

Viruses and infections can be easily passed from person to person by breathing in air containing the virus which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with the virus.

We follow the guidance below to prevent a virus or infection from moving around the pre-school. Our staff:

- Encourage all children to use tissues when coughing and sneezing to catch germs and ensure that the tissue is disposed of, and children wash their hands.
- Develop children's understanding of the need for good hygiene procedures in helping them to stay healthy.
- Wear appropriate Personal Protective Equipment (PPE) when changing nappies, toileting children and dealing with any bodily fluids. Staff are requested to dispose of these in the appropriate way and wash hands immediately.
- Clean all potties and changing mats before and after each use.
- Check on and clean toilets throughout the day.
- Remind children to wash their hands before eating, after the toilet, playing outside or being in contact with any animal and explain the reason for this.
- Clean all toys, equipment, and resources on a regular basis by following a comprehensive cleaning rota and using antibacterial cleanser or through washing in the washing machine.
- Wash and clean all equipment when the children have placed it in their mouth.
- Store dummies in individual hygienic boxes labelled with the child's name to prevent cross-contamination with other children.
- Immediately clean (where necessary) any dummy that falls on the floor or is picked up by another child.
- Provide labelled individual bedding for children that is not used by any other child.
- Follow the sickness and illness policy when children are ill to prevent the spread of any infection in the setting. Staff are also required to stay at home if they are contagious.

In addition:

- The manager retains the right of refusal of all children, parents/carers, staff, and visitors who are deemed contagious and may impact on the welfare of the rest of the pre-school.
- The setting will ensure stocks of tissues, hand washing equipment, cleaning materials are always maintained and increased during the winter months or when flu and cold germs are circulating.

## **Meningitis procedure**

If a parent informs the setting that their child has meningitis, the manager will contact the Infection Control (IC) Nurse for their area. The IC Nurse will give guidance and support in each individual case. If parents do not inform the nursery, we will be contacted directly by the IC Nurse and the appropriate support will be given. We will follow all guidance given and notify any of the appropriate authorities including Ofsted if necessary.

Infection Control Advice (Basingstoke and North Hampshire) 01256 486774  
Royal Hampshire County Hospital 01962 825170 or 01962 824483

## **Immunisation**

We expect that children are vaccinated in accordance with the government's health policy and their age. We ask that parents inform us if their children are not vaccinated so that we can manage any risks to their own

child or other children/staff/parents in the best way possible. The manager must be aware of any children who are not vaccinated within the setting in accordance with their age.

We make all parents aware that some children in the setting may not be vaccinated, due to their age, medical reasons, or parental choice. Our setting does not discriminate against children who have not received their immunisations and will not disclose individual details to other parents. However, we will share the risks of infection if children have not had immunisations and ask parents to sign a disclaimer.

We record, or encourage parents to record, information about immunisations on children's registration documents and we update this information as and when necessary, including when the child reaches the age for the appropriate immunisations.

### **Contagious outbreaks**

In the event of an infection outbreak, Perins Pre-School will, where appropriate, undertake a deep clean to ensure the spread of infection is contained.

We will follow government health guidance on any national outbreaks of a virus/pandemic and keep parents/carers informed of any course of action. Each specific circumstances will differ and to ensure we take the most appropriate action; we will treat each case on an individual basis.

In addition, where contagious outbreaks occur, we will adopt government guidance for all visitors to minimise the risk of further spreading the infection.

### **We will follow the transporting children to hospital procedure in any cases where children may need hospital treatment.**

The manager/deputy manager must:

- Inform the Health and Safety Manager for Perins immediately.
- Call 999 for an ambulance immediately if the illness is severe. DO NOT attempt to transport the unwell child in your own vehicle.
- Follow the instructions from the 999-call handler.
- Whilst waiting for the ambulance, a member of staff must contact the parent(s) and arrange to meet them at the hospital.
- Redeploy staff if necessary to ensure there is adequate staff deployment to care for the remaining children.
- Arrange for the most appropriate member of staff to accompany the child taking with them any relevant information such as registration forms, relevant medication sheets, medication, and the child's comforter.
- Always remain calm. Children who witness an incident may well be affected by it and may need lots of cuddles and reassurance. Staff may also require additional support following the accident.

### **Further guidance**

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

This policy was adopted by

Perins Pre-school

On

25<sup>th</sup> April 2023

Date to be reviewed

25<sup>th</sup> April 2024

Signed on behalf of the provider

*Michelle Osman*

Name of signatory

Michelle Osman

Role of signatory (e.g. chair, director or owner)

Pre-School Manager