



Policy statement

At St Lawrence 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.

Procedures for children who are sick or infectious

- If children appear unwell during the day – for example, have a body temperature of **37.8** or above, sickness, diarrhoea or pains, particularly in the head or stomach – the manager will call the parent/carer and ask them to collect the child, or to send a known carer to collect the child on their behalf.
- If contact cannot be made messages of the matter will be left and emergency contacts for the child will be contacted.
- 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. During a pandemic, staff will follow government guidelines and the child may need to be isolated within preschool while waiting for collection and staff will wear PPE in order to prevent the spread of infection.
- The child's temperature is taken using an ear thermometer.
- In extreme cases of emergency, an ambulance is called and the parent informed.
- Our staff will report any worries about a child's health or well-being to the parent/carer immediately.
- Parents are asked to take their child to the doctor before returning them to the setting; we will refuse admittance to children who have a temperature, sickness and diarrhoea or a contagious infection or disease¹.
- If you have given your child any form of paracetamol (Calpol) prior to arriving at preschool, the child should remain at home.
- Coughs and colds do not necessarily require the child to be excluded from the pre-school, but this will depend on the severity and how the child is able to cope with pre-school routine. If Covid-19 is suspected we will follow our Covid-19 guidelines as detailed in this policy and in the Covid-19 illness policy.
- If a child has ongoing discharge from their ears, nose or eyes the parent/carer will be advised to seek medical advice before their child can return to the nursery and in some cases a doctor's note may be required before returning to ensure the child's well-being is met.

¹ Reporting of 'notifiable diseases'

https://en.wikipedia.org/wiki/Notifiable_diseases_in_the_United_Kingdom#List_of_notifiable_diseases

- If a child has sickness or diarrhoea whilst at the nursery, we will request that they are collected as soon as possible, preferably within the hour. They will then not be able to return to the nursery for 48 hours from the last time they were sick or had a runny stool.
- Where children have been prescribed antibiotics for an infectious illness or complaint, we ask parents to keep them at home for **24 hours** before returning to the setting.
- After diarrhoea and sickness 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.
- At St Lawrence we will have a list of excludable diseases and current exclusion times²
- If a child or adult is diagnosed as suffering from a notifiable disease under the Health Protection (Notification) Regulations 2010, the GP will report this to Public Health England.
- COVID-19 is a notifiable disease³. Any children displaying symptoms⁴, temperature 37.8, new continuous cough parents will be notified immediately to arrange prompt collection. Child will be made comfortable and reassured in allocated space while staff ensure all other children adhere to social distancing (2 metres). Parent will be advised to follow latest government guidelines. All staff will adhere to St Lawrence Pre-School Infection Control Risk Assessment⁵ and act on any authority advice given.
- Children with high temperatures will need to be excluded from pre-school for 48hrs to ensure no further symptoms develop.
- When we become aware, or are formally informed of any notifiable disease, Donna Bishop will inform Ofsted and contact Public Health England, and act on any advice given.
- If your child has not been their normal self at home but is not showing signs of illness when brought into the nursery, please mention it to your child's key person or manager to let them know how to best contact you during the day and how they can support your child whilst they are at the pre-school.
- Should the manager consider the illness or situation needs immediate medical attention, the emergency services will be contacted to take the child directly to hospital and the parent/carer will be contacted accordingly. (Consent for this should have been given in the child's enrolment form)
- In the unlikely event of the parent /carer not being available the most senior member of staff (manager) will assume charge and, if necessary, escort the child to hospital along with the relevant details.
- If a child receives a significant bump to their head it is our policy to contact the parent/carer immediately, for the child to be taken home or to Casualty if thought necessary. This is so the child can be monitored closely for any side effects or concussion. All injuries are logged in our accident book and signed by parents

² Exclusion times

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/789369/Exclusion_table.pdf

³ COVID-19 Government information <https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

⁴ See St Lawrence Preschool COVID-19 policy

⁵ Infection Control Risk Assessment location: Risk assessment folder in office.

Procedures for children with allergies

- When children start at the setting we ask their parents if their child suffers from any known allergies. This is recorded on the Registration Form.
 - If a child has an allergy, we complete a risk assessment form 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.
 - Review measures.
- This risk assessment form is displayed where all staff can see it and regularly updated (termly).
- No nuts or nut products are used within the setting.
- Parents are made aware so that no nut or nut products are accidentally brought in, for example to a party.

Insurance requirements for children with allergies and disabilities

- If necessary, our insurance will 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 must be obtained to extend the insurance.
- At all times we ensure that the administration of medication is compliant with the Safeguarding and Welfare Requirements of the Early Years Foundation Stage.
- 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 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. This consent must be kept on file. It is not necessary to forward copy documents to our insurance provider.
- 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:
 - 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 us 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 documents relating to these children must be kept in the child's file and copies sent to the insurance company. Written confirmation that the insurance has been extended will be issued.
- Key person for special needs children requiring assistance with tubes to help them with everyday living e.g. breathing apparatus, to take nourishment, colostomy bags etc.:
 - Prior written consent must be obtained from the child's parent or guardian to give treatment and/or medication prescribed by the child's GP.
 - The key-person must have the relevant medical training/experience, which may include receiving appropriate instructions from parents or guardians.
 - Copies of all letters relating to these children must first be kept in child's individual file and copies sent to insurance company. Written confirmation that the insurance has been extended will be issued by return.
- If we are unsure about any aspect, we will contact Morton Michel who are St Lawrence Pre-School current provider.
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"St Lawrence Pre-School is committed to safeguarding and promoting the welfare of children, young people and adults at all times and expects everybody working within this setting to share this commitment"

Reason for Issue	Issued by (signed)	Date	Review	Date	Chair/Committee