



Embsay with Eastby Pre-School Playgroup

Managing Children Who Are Sick, Infectious, With Allergies, Life Saving Medication or Invasive Treatment Policy (Includes Reporting Notifiable Diseases)

Policy Statement

We 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 substance.

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 staff call the parents and ask them to collect the child, or 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 digital thermometer which is kept near the first aid box
- In extreme cases of emergency, the child should be taken to the nearest hospital and the parent informed unless indicated otherwise on registration form.
- 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 sickness, parents are asked to keep children at home for 48 hours after the last bout of sickness
- After diarrhoea, parents are asked to keep children at 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:
(http://www.publichealth.hscni.net/sites/default/files/Guidance_on_infection_control_in%20schools_poster.pdf) and is updated on our own website, (www.embsaypreschool.co.uk)
- Reporting of 'Notifiable Diseases'
- 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 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, 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
- 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 cleaning / sluicing clothing after changing

- Soiled clothing is bagged for parents to collect
- Spills of blood, urine, faeces or vomit are cleared using mild disinfectant solution and mops. Any cloths used are placed in a nappy sack and disposed of with the nappy waste
- 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, 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

Procedures for Children With Allergies/dietary requirements.

- When parents start their children at the setting they are asked if their child suffers from any known allergies/dietary requirements. 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, ie, the substance, material or living creature the child is allergic, eg, nuts, eggs, bee stings, cats etc
 - the nature of the allergic reactions, eg, anaphylactic shock including rash, reddening of the skin, swelling, breathing problems etc
 - what to do in case of allergic reactions, any medication used and how it is to be used, eg, EpiPen
 - Control measures - such as how the child can be prevented from contact with the allergen
- If medication is used as a control measure, parents are asked to complete a medication form. Allergies are recorded on the register and displayed in the kitchen cupboard where staff can see it
- Parents show staff how to administer special medication in the event of an allergic reaction unless it involves life saving medication and invasive treatments when the staff will be trained to administer the medication by the child's Doctor, District Nurse, Children's Nurse Specialist or a Community Paediatric Nurse.
- Generally, no nuts or nut products are used within the Pre-School
- Parents are asked not to include nuts or nut products in packed lunches

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 is 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 Medication and Complex Health Care Needs of Children and Young People (2012)

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 the manufacturer's instructions clearly written on them
- The setting must be provided with clear written instructions on how to administer such medication.
- All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.
- The setting 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 are considered to 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)
- The provider 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
 - 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 3 documents 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

Key Person for Special Needs Children

- These are considered to include, children requiring assistance with tubes to help them with everyday living, eg, 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 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

Any queries regarding any aspect of this policy can be addressed by contacting the Pre-School Learning Alliance insurance department on 020 7697 2585 or by email: membership@pre-school.org.uk.

This Policy was reviewed in October 2019 and was adopted at a Meeting of the Playgroup Management Committee held on 14th January 2020

..... Signed on Behalf of the Playgroup Management Committee

Position Held: Chair of Management Committee

To be Reviewed: October 2020

Other Relevant Policies: Health Policy Hygiene Policy
Recording Accidents & Incidents

Useful Links: Statutory Framework for the EYFS (2017)
www.gov.uk

http://www.publichealth.hscni.net/sites/default/files/Guidance_on_infection_control_in%20schools_poster.pdf
www.nhs.uk

Further Guidance: Medication and Complex Health Care Needs of Children and Young People (2012)

CONTACT DETAILS	
Nearest Phone	Pre-School (01756 791123) Hair Dressers (Linda Ayrton)
Ambulance / Police / Fire	Dial 999 and ask for service required.
Nearest A & E Dept.	Airedale Hospital, Steeton. Tel 01535 652511
Nearest Doctor's Surgery	Dyneley House Surgery, Newmarket St, Skipton Tel: 01756 799311 Fisher Medical Centre, Skipton Tel: 01756 799622
Nearest Transport	Ambulance - 999 Taxi 01756 794757 / 701122 / 794994
Police Station	Otley Road, Skipton, BD23 1EZ Tel: 101
Health Visitor	
Craven Fire Safety Officer	Fire Station, Tel: 01756 792560
Ofsted	Tel: 0300 1231231
Village Hall Management	Chair - See Telephone List
North Yorkshire Social Care	Mon - Fri: 8.00am - 5.30pm Closed weekends and Bank Holidays Tel: 01609 780780 Emergency Duty Team, (All Other Hours) - Tel: 01609 78078
Check in the register for Latest Telephone Numbers	