

## **16. MANAGING CHILDREN WHO ARE SICK, INFECTIOUS, OR WITH ALLERGIES**

### **Policy statement**

At ASK Kindergarten (ASK) 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, if they have a temperature, sickness, diarrhoea or pains, particularly in the head or stomach – our Manager will call the parents and ask them to collect the child, or to send a known carer to collect the child on their behalf.
- Public Health England's definition of Diarrhoea is 3 or more liquid or semi-liquid stools in a 24-hour period.
- 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 kept in the first aid box.
- If the child's temperature does not go down and is worryingly high, then we may seek to obtain verbal consent from the parent to give them Calpol or another similar analgesic. This is to reduce the risk of febrile convulsions. Parents sign the medication record when they collect their child.
- In extreme cases of emergency, an ambulance is called, and the parent informed.
- Parents are asked to take their child to the doctor before returning them to ASK; we can refuse admittance to children who have a temperature, sickness and diarrhoea (3 or more episodes in 24 hours) or a contagious infection or disease.
- Where children have been prescribed antibiotics for an infectious illness or complaint, we ask parents to keep them at home for 48 hours before returning to ASK.
- After diarrhoea, we ask parents to 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 have a list of excludable diseases and current exclusion times. The full list is obtainable from [GOV.UK Exclusion Table](#) 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 Health Protection (Notification) Regulations 2010, the GP will report this to the UK Health Security Agency.
- When we become aware, or are formally informed of the notifiable disease, our Manager informs Ofsted and the local UK Health Security Agency and acts 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.
- Use protective rubber gloves for cleaning/sluicing clothing after changing.
- 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.
- Ensure that children do not share toothbrushes, which are also soaked weekly in sterilising solution.

### **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 and ask them to treat their child and all the family if they are found to have head lice.

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

- When children start at ASK, we ask 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 kept in the child's personal file and a copy is displayed where our staff can see it.
- A health care plan will also be completed.
- Generally, no nuts or nut products are used within ASK.
- 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:
  - Insurers now regard asthma inhalers as 'oral medication' 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 (such as 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 our members of staff 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.

Written confirmation that we hold this information will first be sent to the insurance provider for appraisal. Written confirmation that the insurance has been extended will be issued by return.

- Treatments, such as inhalers or Epipens, are immediately accessible in an emergency.
- 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 sent to the insurance provider for appraisal. Written confirmation that the insurance has been extended will be issued by return.
- If we are unsure about any aspect we contact our insurance provider – the Pre-School Learning Alliance Insurance Department on 020 7697 2585 or email [membership@pre-school.org.uk](mailto:membership@pre-school.org.uk)

## Further guidance

- [Health protection in education and childcare settings - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/health-protection-in-education-and-childcare-settings)
- Good Practice in Early Years Infection Control (Pre-school Learning Alliance 2009)
- Medication Administration Record (Pre-school Learning Alliance 2013)

This policy was adopted by: ASK Kindergarten

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Signatory: Mark Stewart

Role of Signatory: Owner & Ofsted Registered Provider