



HEALTH AND ILLNESS POLICY

Rationale

Children will settle, enjoy and receive the greatest benefit from their day if they are feeling well and appropriate and caring measures are taken when children become ill.

Aims

Mells Nursery seeks to promote the health and hygiene arrangements for children and takes positive steps to prevent the spread of infection.

Medical information

Parents will be given an enrolment form before their child starts nursery; information requested will include their child's health details, including:

- Vaccination details
- Any known medical conditions e.g. eczema, asthma, diabetes etc
- Any allergies
- Other medical information parents consider relevant
- Contact numbers for parents / emergency contact numbers for other family members or friends.

When a child has an allergy or long term illness further information must be supplied (see appendix B). This is kept in the child's personal file, and all staff are made aware of the contents, and actions to be taken to prevent an event / treatment if an event happens. Medicine administration will be as per Administering Medicine Policy.

Medical information and contact details are updated annually when data checks are sent out to parents. If details change parents should let staff know immediately.

Unwell children

Children who are unwell should be kept at home until they return to good health.

Coughs and colds do not normally require a child to be excluded but this depends on the severity and how the child is able to cope with the nursery routine.

A child who is, or appears to be, unwell may be refused admission in a confidential and sympathetic manner.

If a child has not been their normal self at home but is not showing signs of illness when parents bring them to nursery they should inform staff and ensure the day's contact numbers are given.

Should a child become unwell whilst at nursery a member of staff will try to contact the parent, followed by other contact persons, and ask them to collect the child.

Where no contact can be made the child will be monitored closely within the office if staffing levels permit and made comfortable until they are collected. If a child has a temperature, they are kept cool, by removing top clothing, sponging their heads with cool water, but kept away from draughts.

Temperature is taken using an ear thermometer.

If staff become very concerned for the child's health they will contact a Doctor for advice, relaying signs and symptoms, or call an ambulance.

After vomiting and diarrhoea, parents are asked to keep children home for 48 hours

Appendix A giving information on infectious diseases and exclusion periods is attached and should be adhered to. If parents are concerned or unsure about details, they will be advised to seek medical advice from their Health Visitor or Doctor.

Communicable/ notifiable diseases

No child may attend nursery whilst suffering from one of the notifiable diseases listed in the table Appendix B. Children may only return to the Nursery when a Doctor has confirmed in writing that this is acceptable. Where a child comes into contact with one of the diseases advice will be sought from a health professional as to their attendance at nursery.

Parents must notify nursery staff if their child has a notifiable disease in order that we may inform other families; confidentiality will be maintained in such cases.

Existing injury

If a child arrives at nursery with an existing injury, at staff discretion this will be recorded and parent asked to sign the form. The forms are needed to provide proof that the injury was not sustained at nursery. Staff will explain to the parents the reason for the forms in a sensitive and confidential manner.

Accidents

If an accident occurs at nursery staff will administer relevant first aid and a record of the incident will be made; staff will sign the record. If there is no visible evidence of wounds or the injury is a minor one then staff will explain the incident to the parent or person collecting the child at the end of the session; they will be asked to sign the accident book.

If an injury requires medical attention the parents will be contacted immediately and asked to collect their child.

If a trained member of staff regards the child's injury / health to require emergency medical treatment they will immediately call an ambulance and contact the parents to inform them.

OFSTED and RIDDOR (if relevant) will be notified of any serious injury or death of any child in the nursery or adult on the premises.

First Aid

There will always be a minimum of one Paediatric First Aid trained member of staff at any nursery session. It is our aim to have all members of staff trained in first aid.

Any administration of first aid will be recorded in the accident book.

The member of staff responsible for Health and Safety is responsible for checking the first aid box every half term to make sure that it is correctly stocked and that all items are within date.

Hygiene

All staff, together with the cleaner, aim to ensure that the setting is clean and that there is a daily cleaning routine.

Toys, dressing up and spare clothes, aprons and furniture are cleaned regularly.

Staff raise the children's awareness of good hygiene practices and healthy living by teaching them about the importance of:

- Hand washing
- Nose wiping and the disposal of tissues
- The spread of infection through coughing and sneezing
- Using the toilet correctly
- Cleaning teeth
- Cultural influences on children's hygiene.

Staff wear single use gloves and apron when dealing with vomit, blood, nappy changing, or any other body fluids.

Staff will respect cultural and religious practices, such as food preparation, or washing when informed of the need by parents/carers.

HIV/AIDS/Hepatitis procedure

The 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.

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/sludging 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; cloths used are disposed of.

Tables and other furniture, furnishings or toys affected by blood, urine, faeces or vomit are cleaned using a disinfectant.

Appendix A

INSERT PAGES 99 & 100 OF THE SPOTTY BOOK

Appendix B

INSERT PAGE 98 OF THE SPOTTY BOOK

Appendix C

INFORMATION RE ALLERGY OR LONG TERM ILLNESS

Childs Name

Allergy / Illness type

Nature of urgent reaction / symptoms.....

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Action to be taken eg medication :.....

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And how to be used

Other Information