

**Sickness and Illness Policy and Procedure**

Happy Hens Childcare has devised this policy to ensure that all children who become unwell whilst at the Setting are treated with sensitivity and respect. It is also to help us to protect other children from illness and the spread of infection.

Children should not be left at Happy Hens Childcare if they are unwell. If a child is unwell then they will prefer to be at home with the parent(s) rather than at Happy Hens with their peers.

**Procedure**

We will follow these procedures to ensure the welfare of all children within Happy Hens Childcare:

 \* If a child becomes ill during the day, the parent(s) will be contacted and asked to pick their child up as soon as possible. During this time the child will be cared for in a quiet, calm area with their key person or another familiar member of staff member of staff

\* Should a child have an infectious disease, such as an ear infection or sickness and diarrhoea, they should not return to Happy Hens until they have been clear for at least 48 hours.

\* It is vital that we follow the advice given to us by our registering authority and exclude specific contagious conditions e.g. sickness, diarrhoea and chicken pox to protect other children at the Setting. Illnesses of this nature are very contagious and it is exceedingly unfair to expose other children to the risk of an infection.

\* If a contagious infection is identified at Happy Hens, parents will be informed to enable them to spot the early signs of this illness. All equipment and resources that may have come into contact with a contagious child will be cleaned to reduce the spread of infection.

\* Happy Hens has the right to refuse admission to a child who is unwell. This decision will be taken by the Manager on duty and is non-negotiable.

\* Information can be made available on request for head lice. If a parent finds that their child has head lice we would be grateful if they could inform Happy Hens so that other parents can be alerted to check their child’s hair.

**Meningitis Procedure**

If a parent informs Happy Hens that their child has meningitis, the manager should contact RIDDOR for their area, and Ofsted.

**If an unwell or infection child comes into Happy Hens**

The manager on duty reserves the right not to accept any child who is unwell into the Setting. It is unfair on the child to be here when they need to be with their parents(s)/carer or having one to one attention. It is also unfair to the rest of the children who are here if they are knowingly in contact with an illness or infection.

**Diarrhoea and Vomiting**

All children must be kept away from Happy Hens for a minimum of 48 hours after the last episode of diarrhoea or vomiting. If a child is sent home from Happy Hens the 48 hours exclusion still applies. Therefore, if you child is due in the following day they will not be able to attend. Children should only return to Happy Hens when they are well enough and have regained their appetite.

**Fever**

All children must be kept away from Happy Hens until their fever has returned to normal.

If a child is sent home from Happy Hens the 48 hours exclusion still applies. Therefore, if your child is due in the following day they will not be able to attend. Happy Hens will only administer antibiotics if it has been prescribed by a doctor, pharmacist or dentist. and must have be labelled correctly, on the box and bottle. We understand that Calpol is no longer prescribed by Doctors. The manager will accept a bottle of calpol at their discretion, the bottle must be in date. A form must be completed before calpol can be administered.

**Chicken Pox**

If your child has chickenpox, keep them off from Happy Hens until all the spots have crusted over and no further spots are appearing. This is usually about 5 days after the spots have appeared. Once this has happened and your child is well in themselves and no longer requires calpol, they are very welcome to return to the Setting. Happy Hens will only administer antibiotics if it has been prescribed by a doctor, pharmacist or dentist. and must have be labelled correctly, on the box and bottle. We understand that Calpol is no longer prescribed by Doctors. The manager will accept a bottle of calpol at their discretion, the bottle must be in date. A form must be completed before calpol can be administered.

**Impetigo**

If your child has impetigo, they will need treatment from a pharmacist or GP, often with antibiotics. Keep them off Happy Hens until all the sores have crusted over and healed, or for 48 hours after they have started treatment. Happy Hens will only administer antibiotics if it has been prescribed by a doctor, pharmacist or dentist. and must have be labelled correctly, on the box and bottle. We understand that Calpol is no longer prescribed by Doctors. The manager will accept a bottle of calpol at their discretion, the bottle must be in date. A form must be completed before calpol can be administered.

**Hand, foot and mouth**

If your child has hand, foot and mouth, keep them off Happy Hens until all of the spots have crusted over and no further spots are appearing. Once this has happened and your child is well in themselves and no longer requires calpol, they are very welcome to return to the Nursery. We understand that Calpol is no longer prescribed by Doctors. The manager will accept a bottle of calpol at their discretion, the bottle must be in date. A form must be completed before calpol can be administered.

**Medication (antibiotics or other pain relief)**

If your child is on antibiotics or any other pain relief, you must let the staff know when you drop your child off. Please DO NOT put any medication in your child’s milk or water bottles. This can be very dangerous.

Happy Hens will only administer antibiotics if it has been prescribed by a doctor, pharmacist or dentist. and must have be labelled correctly, on the box and bottle. We understand that Calpol is no longer prescribed by Doctors. The manager will accept a bottle of calpol at their discretion, the bottle must be in date. A form must be completed before calpol can be administered.

**If a child becomes unwell whilst at Happy Hens**

If a child begins to show sings or symptoms that would pertain to illness, they should firstly be comforted by staff, preferably the key person. This should be in the form of reassurance, both verbal and physical as appropriate i.e. cuddles.

As soon as the child shows signs of feeling unwell, the child will be monitored and a sickness monitor form will be completed.

If possible the child’s key person should spend one to one time with the child or a member of the team, attempting to find our what is wrong and if necessary administering first aid.

No prescribed medication may be given unwell prior permission was obtained from the parent/carer that day and the stated dose is due to be given. A form must be completed.

The manager should be informed of any child who spears to be feeling unwell. If, after the staff have done everything they can to make the child more comfortable, there is no sign of improvement, then the manager, in conjunction with the key person will discuss whether or not to contact the parent/carers to come and collect the child.

If it is deemed to be the best interests of the child to go home, the manager will ring the parent/carers, getting the number from the child’s information which is held at Happy Hens. They will explain the signs and symptoms the child is displaying an ask them to come and collect the child.

If the manager is unable to contact the parent/carer, they will then go on to the next person on the contact list, usually the second parent/carer, continuing down the list of authorised persons as necessary.

Whilst the parent/carers are being contacted the child should continue to be comforted by members of staff.

Plenty of fluids should be offered to the child if their temperature is high or lower than usual. Any other symptoms should be treated as necessary.

The child should always be treated with the utmost sensitivity and respect as feeling poorly can be distressing and quite frightening for a child. They should have a staff member with them, preferably their key person, until their parent/career or authorised person arrives to collect them.

The child should have privacy as much as possible and be able to be in a quiet area away from other children, with a member of staff. Usually, a quiet area can be made at Happy Hens.

Should a child’s symptoms deteriorate whilst waiting for their parent/carer the manger should be informed immediately.

If the manager feels that its necessary, they should call for an ambulance. The manager must then inform the parent/cares to meeting them the at local hospital. First aid should be administered to the child as necessary.

**Transporting children to hospital procedure**

If the sickness is severe, call for an ambulance immediately, DO **NOT** attempt to transport the sick child in your own vehicle.

Whilst waiting for the ambulance, contact the parent/carer and arrange to meet them at the hospital.

A senior member of staff must accompany the child and collect together registration forms, relevant medication sheets, medication and the child’s comforter. A member of the management team must be informed immediately.

Remain calm at all times. Children who witness an incident may well be affected by it and may need lots of cuddles and reassurance. If you are confident and assertive the child will feel reassured.

**Calling an Ambulance**

Happy Hens Childcare Ltd

Over Primary School

Long Furlong

Over

Cambridge

CB24 5PG

The manager and/or the key person will go with the child to the hospital, taking the child’s registration form which includes all their medical details and the consent for medication attention, and an of the child’s special comforters.

Reports should be written up by the manager, and key person and any witnesses to be kept on file. Members of staff will be offered time out and an opportunity to discuss what happened and how they are feeling.

**Febrile convulsions, anaphylactic shock and any other fit or seizure**

If a child has any of the above an ambulance will be called immediately and the same steps taken as above.

Anaphylaxis typically presents with many different symptoms over minutes or hours with an average onset of 5 to 30 minutes if exposure is intravenous and 2 hours for foods. The most common areas affection include skin (80-90%), respiratory (70%), gastrointestinal (30-45%), heart and vasculature (10-45%) and central nervous system (10-15%) with usually two or more being involved.

Anaphylaxis is a medical emergencythat may require resuscitation measures such as airway management, supplemental oxygen, large volumes of intravenous fluids, and close monitoring. Administration of epinephrine (Epipen) may be required and only staff with Epipen training should be called up to administer such treatment.