Version: 2

Illness and Exclusion Policy

Introduction.

At Reepham Pre-School we aim to ensure the safety and well-being of all children and colleagues within our setting. Many illnesses can be infectious before a full diagnosis is made. Health guidelines indicate that it is not necessary to operate a policy of exclusion for all child illnesses, but it is important that colleagues and parents/carers understand when exclusion is appropriate and necessary.

Children should remain at home if they are unwell as they will prefer to be at home with family, rather than at our setting with their peers. The Manager has the right to refuse admission in the best interest of the child and other children in the setting. It is exceedingly unfair to expose other children to the risk of infection. For the children in our care, and our staff, we need your co-operation to support this.

Aims

* To maintain a healthy and safe environment through minimising or preventing the risk of the spread of a communicable disease/illness.
* To ensure colleagues and parents/carers are aware of their responsibilities.
* To ensure colleagues are aware of the process for responding to the diagnosis of a communicable disease.

Links to the Early Years Foundation Stage (EYFS)

“The provider must promote the good health of children attending the setting. They must have a procedure, discussed with parents and/or carers, for responding to children who are ill or infectious, take necessary steps to prevent the spread of infection, and take appropriate action if children are ill.”

Procedures

* If a child appears unwell when they arrive at our setting, or the parent/carer has reported an illness to a Key Worker, the Manager may ask parents/carers to take the child home until they are feeling better. Regard must be given to the exclusion list (publichealth.hscni.net). Exclusion of 48 hours will be administered after the last bout of sickness or diarrhea.
* If a child appears or becomes unwell whilst in our setting the Manager must be informed immediately. A decision will then be taken based upon the symptoms including any visible signs and the child’s body temperature as to whether parents/carers are immediately informed or whether continued monitoring of the child should occur.

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* In the event that a child falls ill, or a child’s condition deteriorates, whilst at our setting the child’s parents/carers must be contacted and actions will be agreed. This could include administering medicines or requesting collection of the child in order to reduce the risk of cross infection for example in the case of vomiting or diarrhoea.
* If the child’s parents/carers cannot be contacted, the emergency contacts listed on the registration form should be called. If these are unavailable, take the necessary action to assist the child’s medical health.
* If the illness is severe, call for an ambulance immediately. Do not attempt to transport the sick child in your own/a colleague’s vehicle. Whilst waiting for the ambulance, contact the parent/carer and arrange to meet them at the hospital. The Key Worker should accompany the child to the hospital taking registration forms and relevant medical information. The Chairperson of the Management Committee should be informed after the event.
* If a child suffers from a medical incident, such as a seizure, allergic reaction etc. an incident form must be completed. This form must be signed by the child’s parent as soon as is reasonably practicable and placed in the child’s individual file.
* The Accident Book is audited every half term to monitor for health and safety. Any re-occuring themes or trends regarding equipment, areas, children etc.

**Transporting children to hospital:**

The Manger must:

* Call for an ambulance immediately if the illness is severe. Do not attempt to transport the sick child in your own vehicle.
* Contact the child’s parents/carers and arrange to meet them at the hospital.
* Redeploy colleagues if necessary to ensure there is adequate staff deployment to care for the remaining children.
* Arrange for the Key Worker to accompany the child taking with them any relevant information.

**If the illness appears to be communicable:**

* It is vital that we follow the advice given to us and exclude specific contagious conditions to protect other children in our setting. It is exceedingly unfair to expose other children to the risk of infection.

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* When determining the nature of a communicable disease and exclusion periods the current local guidance should be used. For guidance on exclusion periods the Manager will make reference to the Public Health England Guidance on Infection Control in Schools and other Childcare Settings. It is the responsibility of the Manager to ensure an up to date copy of current guidance on communicable diseases is available within our setting.
* The Manager must follow the exclusion periods laid out in the Public Health England Guidance on Infection Control in Schools and other Childcare Settings. Notifications to other agencies where necessary should also be followed.
* If a contagious infection is identified in our setting the Manager must inform parents/carers of their child’s exposure to the infection within 24 hours or the next working day. This will enable them to spot the early signs of the illness.
* All equipment and resources that may have come into contact with a contagious child must be cleaned and sterilised thoroughly to reduce the spread of infection.
* No child or colleague known to be suffering from a communicable disease or considered too ill to participate in normal activities should be admitted to our setting.

**Meningitis Procedure:**

If a parent/carer informs our setting that their child has meningitis the Manager will contact the Infection Control Nurse for our area. The IC Nurse will give guidance and support in each individual case. If parents do not inform our setting, we will be contacted directly by the IC Nurse and the appropriate support will be given. We will follow all guidance given and notify any of the appropriate authorities including Ofsted if necessary.

**Immunisations:**

We recognise where possible that children are vaccinated in accordance with their age. If children are not vaccinated, it is the responsibility of the parents/carers to inform our setting to ensure that children, colleagues and parents are not exposed to any unnecessary risks. The manager must be aware of any children who are not vaccinated within our setting in accordance with their age, parents declare vaccinations on our registration form and are encouraged to update Pre-School of any updates.

Parents/carers should be aware that some children will not be vaccinated in our setting. This may be due to their age, medical reasons or parental choice. Our setting does not discriminate against children who have not received their immunisations and will not disclose details to other parents/carers.

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COVID 19 Pandemic

Routine daily temperatures are taken and recorded of both staff and children using a digital, head thermometer.

No one with symptoms - a new continuous cough or temperature of 37.8 c, loss of taste/smell should attend Pre-School. A COVID test should be sought straight away. Guidance sought though the 111 phoneline or website.

Public Health should be informed of a confirmed case.

Public Health Lincolnshire - email - [HealthProtectionTeam@Lincolnshire.gov.uk](mailto:HealthProtectionTeam@Lincolnshire.gov.uk) (Hours 08.00-17.00)

Telephone 0344 225 4524

Clinically vulnerable staff and children should follow current Government Guidelines.

Good hygiene will be promoted at all times to reduce spread of infection - handwashing, ventilation, 2m distancing. Resources will be sanitized at the end of the session, with a solution of bleach.

Children/Staff showing symptoms in Pre-School will follow our Local Authority Coronavirus In Early Years Settings Action Plan for : Management of known or Suspected Cases.

Pre-Schools main Action Plan is updated regularly in accordance with government guidance, which is available for parents to read.

Relevant other Policies

Critical Incident

Medication

COVID 19 Risk Assessment and Action Plan

This policy has been adopted by Reepham Pre-School

Signed on behalf of the setting by:

..........................................................................................Committee

…………………………………………………………………Manager

Date: ....................................................

Review Date: ........................................

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