

ILLNESS, ALLERGIES, MEDICATION & FIRST AID POLICY

Safeguarding and Welfare Requirements: Health

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

POLICY STATEMENT

We aim to promote good health in all children who attend the setting through preventing cross-infection of viruses and bacterial infections and through identifying allergies and preventing contact with the allergenic substance. As part of our induction process and continuous training, staff are required to complete their Paediatric First Aid Certificate and are therefore able to administer First Aid treatment in the event of an accident. We always ensure that at least one member of staff with current Paediatric First Aid training is on the premises. We also ensure that suitably qualified members of staff, with current Paediatric First Aid training certification accompanies the children on outings. While it is not our policy to care for sick children, who should be at home until they are well enough to return to the setting, we will agree to administer prescribed medication as part of our commitment to maintaining their health and well-being, or when they are recovering from an illness.

Designated Special Medical Needs Person: [Rachael Richards](#)

Designated Health & Safety Coordinator: [Amy Kent](#)

Individual Child's Health

Children who are unwell should not attend Pre-school. Please do not bring your child if they are suffering from any infectious diseases, for example:

- Sickness/Diarrhoea
- Conjunctivitis
- Chickenpox
- Measles
- Scabies
- Tonsillitis

Your doctor will advise you when your child is no longer infectious. If you have any doubts whatsoever about whether your child should come to Pre-school, please ring us before you leave home so that our staff can advise you.

Sickness or Diarrhoea

We always ask you to wait 48 hours since the last bout of sickness or diarrhoea before you bring your child back to Pre-school.

If Your Child Becomes Unwell at Pre-school

We will contact you as soon as possible and ask you to collect your child. If we cannot get hold of you, we will contact other emergency numbers that you have given us permission to contact. In extreme cases, we will phone for medical assistance from NHS resources.

Whilst waiting for the child to be collected we will ensure that they are looked after by a member of staff. The staff member will continually monitor the child and ensure that they are as comfortable as possible. In the case of a child having a high temperature, we will follow NHS guidelines.

www.nhs.uk/conditions/fever-in-children

Notifiable Diseases

Following the guidelines of the Health Protection Agency (HPA), and under the Public Health (Infectious Diseases) Regulations 1988, we have a duty to contact Ofsted within 14 days with regard to any of the following:

- Acute encephalitis
- Acute poliomyelitis
- Anthrax
- Cholera
- Diphtheria
- Dysentery
- Food poisoning
- Leptospirosis
- Malaria
- Measles
- Meningitis meningococcal pneumococcal haemophilia influenza viral other specified unspecified
- Meningococcal septicaemia (without meningitis)
- Mumps
- Ophthalmic neonatorum
- Paratyphoid fever
- Plague
- Rabies
- Relapsing fever
- Rubella
- Scarlet fever
- Smallpox
- Tetanus
- Tuberculosis
- Typhoid fever
- Typhus fever
- Viral haemorrhagic fever
- Viral hepatitis (Hepatitis A Hepatitis B Hepatitis C other)
- Whooping cough
- Yellow fever

Allergies and Intolerances

Parents must disclose any information about allergies and intolerances when they complete their child's Early Years Passport before the child first attends the Pre-school. This information will be passed to all members of staff and prominently displayed in relevant areas.



If a child has an allergy, a risk assessment form is complete to detail the following:

- The allergen - the substance, material or living creature the child is allergic to
- The nature of the allergic reaction – anaphylactic shock, rash, reddening of skin, swelling, breathing problems, etc.
- What to do in case of allergic reactions, any medication used and how it is used (a care plan may be appropriate)
- Control measures, such as how the child can be prevented from contact with the allergen
- This form will be kept in the child's personal file and a copy will be displayed in relevant areas
- The designated special medical needs person, [Rachael Richards](#), will undertake any necessary training on how to administer special medication in the event of an allergic reaction

Prescribed Antibiotics / Medication

Children taking prescribed antibiotics/medication must be well enough to attend the setting. Antibiotics/medication must be clearly labelled and in original container. Medicine must be in-date and prescribed for current condition.

No child may self-administer.

Medication

In line with DfE's Early Years Statutory Framework (page 32), we are unable to administer any medicines unless they are prescribed by your GP.

We are also required by DfE's Legislation to implement Health Care Plans for children with long term medical conditions, such as Asthma. These plans will include information on your child's medical needs, the action you would like us to take in the event of a medical emergency and any follow up care needed. The health care plan is reviewed every six months or more if necessary. This includes reviewing the medication, e.g. changes to the medication or the dosage, any side effects noted etc. Parents receive a copy of the health care plan and each contributor, including the parent, signs it.

If your child develops a medical condition during their time at Pre-school, please inform the Manager. [Rachael Richards](#), will be the designated medical needs person and will be responsible for attending relevant training sessions and implementing Health Care Plans. Parents of children with existing medical conditions will be asked to complete a Health Care Plan with their Key Person.

A risk assessment is carried out for each child with long term medical conditions that require ongoing medication. This is the responsibility of the Manager alongside the Key Person. Other medical or social care personnel may need to be involved in the risk assessment. Parents will also contribute to a risk assessment. For some medical conditions key staff will need to have training and an understanding of the condition.

If your child has been prescribed medicine by the doctor (this includes antibiotics that need to be taken during the Pre-school day), you will be asked to sign a permission form that authorises staff to administer medicine and states the dosage and time to be given.

The form will be signed and dated by the staff member who administered the medicine, and parents/carers will be asked to sign the form on collection of their child, acknowledging the return of any unused medication if applicable.



Managing Medicines on Trips and Outings

If children are going on outings, staff accompanying the children will include the key person for the child with a risk assessment, or another member of staff who is fully informed about the child's needs and/or medication.

Head Lice

Children with head lice will not be excluded from the setting. However, we expect parents to be vigilant and take appropriate action to address the situation. In exceptional cases, a parent may be asked to keep the child away from the setting until the infestation has cleared. If you identify a case of head lice, we advise that all family members are treated. Please ask any member of staff for a head lice information leaflet if you require more guidance on how to treat your child.

Accidents or Injuries

Unfortunately accidents and injuries do sometimes occur at home and at the Pre-school. All accidents in the Pre-school are recorded on an Accident Form. We record the date, time, details of where the accident happened, description of the accident, and description of injury, care given and by whom. The form is signed and dated by a member of staff and parents/carers will be asked to sign and date the form on collection of their child. Should your child suffer a collision to the head, you will be given a head-injury letter. If your child arrives at the Pre-school with an injury, you will be asked to fill out a Pre-existing Injury Form. We will record brief details of the injury and how it was sustained, and advisable action to be taken as a result of the injury.

- If your child has a serious accident needing urgent medical attention, we will inform you immediately and take the child to hospital via ambulance if required
- There will always be at least one member of staff on the premises at all times who holds a current Paediatric First Aid Certificate
- The Pre-school will ensure that the First Aid equipment is kept clean, replenished and replaced as necessary - sterile items will be kept sealed in their packages until needed
- The First Aid boxes will be checked on a regular basis by the designated Health and Safety Co-ordinator
- Contents of First Aid boxes are determined by up to date guidance from Paediatric First Aid Training, provided by our training providers

HIV/AIDS

Our aim, at St Eval Pre-school, is to promote inclusive practice for all children aged between two and five years. Our health and hygiene practices reflect our intent to continuously minimise the risk of cross infection from any source. We aim to provide clear facts about conditions such as HIV and AIDS to prevent incidences of prejudice and fear, thus promoting equal opportunities for all.

The Facts

What is meant by HIV and AIDS?

AIDS stands for 'Acquired Immune Deficiency Syndrome'. It is a condition in which the body's natural defences are severely damaged by infection with a virus called Human Immunodeficiency Virus (HIV). It is only possible to have AIDS if you are already HIV positive. AIDS is not one illness; it is a syndrome of about thirty different conditions. Some people may be infected with the HIV virus for many years without developing AIDS. Others will display AIDS fairly quickly after infection. There are no statistics to state categorically how many people infected with HIV develop AIDS.



How do people get HIV or AIDS?

HIV is found in bodily fluids, especially blood, semen and vaginal fluids. It lives only very briefly outside the body. It is spread by an infected person through sexual intercourse, sharing needles and/or syringes used to inject drugs, from an infected pregnant mother to her baby during or before birth, or very rarely through breast-feeding. Tears, sweat and saliva only contain minimal traces of the virus. The HIV virus cannot be passed on by using the same lavatory, sharing cups or cutlery, touching or kissing an infected person.

How can you tell if someone carries the HIV virus?

The simple answer is that you cannot tell. Many people may live their lives completely oblivious to the fact that they carry the HIV virus. There is a test that can detect the presence of antibodies (the HIV Antibody Test), but it takes time for antibodies to develop and the virus will not show up until about three months after infection. Babies born to mothers with HIV will react positively to the test. However, this result simply indicates their mother's infection. Only 1 in 4 babies remain HIV positive once they have shed their mother's antibodies and developed their own at around 18 months to 2 years old.

How can we stop the virus spreading?

The virus is relatively weak and can only live outside of the body for a short period of time. It is killed by the use of disinfectant. Normal hygiene practice and precautions should reduce any risk there might be. The virus can only spread in the very specific circumstances mentioned above.

Inclusive Practice

St Eval Pre-school will not exclude any child or adult from attending the setting due to HIV or AIDS infection. We promote equal opportunities for all, and we are committed to supporting all persons involved with the Pre-school who is affected by HIV or AIDS, whether staff members, children and/or their families.

All adults working in the Pre-school will be made aware of the risks of cross-infection that may result in the spread of any infection. Appropriate precautions will be taken to minimise these risks. Staff will be encouraged to attend relevant training courses should the need arise.

Confidentiality

Any information shared with the Pre-school staff with regard to HIV or AIDS, will be treated with complete confidentiality and will only be passed on to other parties on a 'need to know' basis. All staff members adhere to our Confidentiality Policy.

Further Information:

NHS Direct

Free helpline offering information on all health issues

Helpline: 08457 4647

Website: www.nhsdirect.nhs.uk

Terrence Higgins Trust

Practical support, help, counselling and advice for anyone with, or concerned about, AIDS and HIV infection.

Helpline: 0808 802 1221

Email: info@tth.org.uk

Website: www.tth.org.uk



National Aids Helpline:

Tel: 0207 814 6767

Website: www.nat.org.uk

Local HIV/AIDs Service Organisations

- Kernow Positive Support: 01872 258453
- Plymouth The Eddystone Trust: 01752 254406

Insurance

Our insurance automatically includes children with any disability or allergy.

Further Guidance

www.nhs.uk

www.ofsted.gov.uk

www.gov.uk/early-years-foundation-stage-framework



All Policies to be reviewed annually.

Acceptance of Policy

APPROVAL

Signature:

Name & Position:

Rachael Richards -
Manager

Date:

AGREED

Signature:

Name & Position:

On behalf of the committee

Date:

Review Record

Reviewed by:

Position:

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