



ILLNESS AND ABSENCE POLICY

Infectious and Communicable Diseases

| Reviewed on | Approved by |
|--------------------|-------------|
| 06.05.2021 | N. Crump |
| 08.11.2022 S.Crump | |
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Company Registration number: 3174367 Registered Office: Unit 2.02, High Weald House, Glovers End,
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POLICY STATEMENT

Charters Ancaster Nursery and Forest School is committed to the health and safety of all children and staff who play, learn and work here. We recognise it is our responsibility to ensure the wellbeing of our children, staff, and parents through identifying and discussing health issues in an open and positive way. We endeavour to maintain the best standards of care for our children and to ensure their health and wellbeing is maintained at all times.

To maintain a clean and healthy environment we ask that parents/carers refrain from bringing their child into nursery if they are sick and/or displaying signs of illness. Also, if any siblings are unwell, please do not bring them inside the setting, staff will bring your children out to meet you at your convenience.

The Nursery will take necessary steps to prevent the spread of infection and so in accordance with the procedures set out in the Health and Safety and First Aid Policies, parents/carers will be notified immediately if their child has become ill and needs to go home. Poorly children will be comforted, kept safe and under close supervision until they are collected.

We operate an 'open door' policy towards parents/carers in the nursery, so please feel free to discuss any concerns about your child with their Key person or Nursery Manager.

WE AIM TO: -

- Ensure sick children are identified
- Ensure sick children are cared for appropriately
- Protect children and adults from preventable infection.
- Enable our staff and parents to be clear about the requirements and procedures when a child is unwell.

PROCEDURES:-

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- If any child is thought to be not well, we will assess the condition of the child in a kind and caring manner. The child may become distressed, so it is important to be calm and reassuring. The Nursery Manager or her deputies in her absence must be informed of any sick children.
- We understand the needs of working parents and will not exclude children unnecessarily. It is however at the discretion of the Manager or her deputies in her absence when requesting the exclusion of a child for illness or infection and that decision is final. This decision will be made to consider both the needs of the child and other children within the group.

EXCLUDING A CONTAGIOUS CHILD

- Any child with an infectious or contagious disease will be excluded for a certain period. If staff suspect that a child is infectious or has a contagious disease, they will advise that parents consult a doctor before returning to the nursery and adhere to exclusion periods.
- Should a child become ill whilst at nursery, the Key person or Room Leader will contact the parent or emergency contact. We ask that the child be collected within one hour if possible. The child will be comforted by a member of the team, who will take appropriate action which will include medical advice if necessary, whilst awaiting the arrival of the parent /carer.
- Our staff will report any worries about a child's health or well-being to the parent/carer immediately. Parent/carers are responsible for keeping the Nursery informed about their child's health.
- We advise that no child may attend Nursery whilst suffering from a communicable disease and that they should be excluded for the periods recommended. Please see our guidelines for illness/communicable diseases.
(page 6-8)

IN THE EVENT OF A 'TEMPERATURE'

- Parents/carers will be contacted should their child have a high temperature of 38c/101F or higher and will be requested to collect their child as soon as possible if it does not go down.
- Staff will attempt to reduce the child's temperature by removing excess clothing, keeping them in a cool area and hydrated. But parents will be asked to collect their child if these attempts are unsuccessful.

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CALPOL

- It may be necessary for a member of staff to administer Calpol to a child if it has been requested by a healthcare professional for a specific reason or as a part of a healthcare plan; or for a child with a temperature over 38.5c/101F, this will only be given if permission is given by a parent, if the parent is unable to collect the child immediately, and if all other attempts to reduce the temperature are unsuccessful.
- Parents will be required to collect the child even if Calpol reduces the temperature and should seek medical advice as to what has caused it.
- If a child has been given Calpol prior to starting their nursery session, the parent/carer should inform the child's Key Person/Room Leader in case further Calpol is required in an emergency.
- A child will not be refused admission for being given Calpol prior to nursery, however if we feel that the child is not coping well with nursery routines, requires 1:1 attention or symptoms worsen they will be asked to collect them as further Calpol cannot be administered.

MINOR ILLNESSES

- Coughs and colds do not necessarily require the child to be excluded from the nursery, but this will depend on the severity and how the child is able to cope with the nursery routine. A child who appears unwell may be refused admission or parents may be asked to collect them. This will be at the discretion of the Manager.
- If your child has not been their normal self at home but is not showing signs of illness when brought into the nursery, please mention it to your child's key person or Nursery Manager to let them know how to best contact you during the day and how they can support your child whilst they are at nursery in case any signs or symptoms develop.

RETURN AFTER BEING SENT HOME

- If a child has had to go home prematurely due to illness, they should remain at home until they are better or at least 24 hours, or according to the times set out in the table below.

EMERGENCY HOSPITAL TRIP PROCEDURES

- Should the Nursery Manager consider the illness or a situation that needs immediate medical attention, the emergency services will be contacted to take the child directly to hospital and the parent/carer will be contacted accordingly.

- **In the unlikely event of the parent/carer not being available the most senior member of staff will assume charge and if necessary, take the child to hospital along with relevant details and another member of staff. The most senior staff member left in the Nursery will take charge there until the Managers return.**

SURGICAL PROCEDURES

- In the event of a child having a surgical procedure, (e.g. tonsillectomy, appendectomy) they should not return to the Nursery for at least 2 weeks to ensure proper healing and recovery at home to minimise infection. Parents/carers should inform the child's Key Person or Room Leader of any specific measures or considerations needed on return after this 2-week period. Any sessions missed during the recovery period will not be charged for.

BREAKS AND FRACTURES

- If a child has a broken or fractured bone and requires a cast, we ask for a letter from the child's GP or hospital so that we can make an informed risk assessment for the child whilst at nursery.

NOTIFYING THE NURSERY OF ILLNESS

- If a child becomes ill outside of nursery hours, parents/carers should notify the nursery as soon as possible. The minimum exclusion periods outlined in the table below will then come into operation.

NOTIFYING PARENTS OF ILLNESS IN THE NURSERY

- If any infectious or communicable disease is detected within the nursery's premises, the nursery will inform parents/carers personally in writing as soon as possible. The Nursery is committed to sharing as much information as possible about the source of the disease and the steps being taken to remove it where appropriate. Ofsted will also be informed of any infectious or communicable diseases discovered within the nursery's premises.

ONGOING DISCHARGE FROM NOSE/EYES/EARS

- A child has ongoing discharge from their ears, nose or eyes. The parent/carer will be advised to seek advice before their child is allowed back to the nursery and in some cases a doctor's note may be required before returning.

CONJUNCTIVITIS

- To prevent the spread of conjunctivitis, suspected cases will be reported immediately to parents/carers who will be requested to take their child from nursery to be seen by the doctor or pharmacist for advice on what treatment is required. Following 24hrs after the

child has been treated with the first dose of treatment, and the conjunctivitis appears controlled, providing the child is happy they may return to nursery, again this will be at the discretion of the Manager and in discussion with the parent /carer to ensure the spread of the infection is reduced to a minimum. A member of staff can only administer treatment 24hrs after the first dose of a prescribed treatment.

- **When treatment is not given the child should only return to nursery when the symptoms have cleared up.**

UNEXPLAINED RASH

- Parents will be contacted if their child develops an unexplained rash and be requested to seek medical advice which they should follow before the child returns to nursery.

HEAD LICE

- When a case of head lice is discovered at nursery, the situation will be handled carefully and safely. The child concerned will not be isolated from other children, and there is no need for them to be excluded from activities or sessions at the nursery.
- When the child concerned is collected, their parent/carer will be informed in a sensitive manner.
- Other parents/carers will be informed as quickly as possible in writing, including advice and guidance on treating head lice. The infected child will not be identified. Staff will check themselves regularly for lice and treat whenever necessary.

MINIMUM EXCLUSION PERIODS FOR ILLNESS AND DISEASE

| Disease | Period of Exclusion |
|------------------------|---|
| Antibiotics prescribed | Minimum of 48 hours from first dose |
| Chicken Pox | 5 days from when the rash first appeared. If ALL the spots are scabbed over and dried up the child may return to nursery. |
| Conjunctivitis | 24 hours after treatment or until it has cleared up |
| Coronavirus Covid-19 | A child should not be in nursery if they test positive. The most recent Government guidance for Coronavirus should be followed. |
| Croup | Croup is contagious, seek medical attention. Child should not attend nursery until fully recovered. |
| Diarrhoea & Sickness | A child who has sickness or diarrhoea whilst at the nursery is to be collected immediately and kept away |

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| | for 48hours from the last time they were sick or had a runny stool. Children who have 3 or more loose stools in a nursery session will be sent home. |
| Diphtheria | Exclusion as advised by Public Health-highly contagious |
| Gastro-enteritis, food poisoning | Return when symptoms have ceased. |
| Salmonella and Dysentery | 24 hours or until advised by the doctor |
| German Measles (Rubella) | Minimum of 4 days absence from onset of rash. NB Rubella can be harmful to expectant mothers |
| Glandular Fever | Until certified well. Must be well enough to participate in the nursery activities. |
| Hand, Foot and Mouth disease | During acute phase and while spots/blisters are present. Must be clear of all spots, 5-10 days. |
| Hepatitis A | 7 days from onset of jaundice and when recovered and declared fit by a doctor. |
| Hepatitis B | Until clinically well as declared fit by doctor. |
| High temperature | 24 hours |
| Impetigo (and other infectious skin disorders eg cold sores) | Highly infectious. The child should not return until all scabs have cleared from the infected area and the skin has completely healed. |
| Infective hepatitis | 7 days from the onset |
| Measles | 7 days from when the rash first appeared |
| Meningitis | Until certified well by doctor |
| Mumps | 7 days minimum or until the swelling has subsided and temperature is normal. |
| Pediculosis (lice) | Until treatment has been given |
| Pertussis (Whooping cough) | 21 days from the onset |
| Plantar warts | No exclusion. Should be treated and covered |

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| Poliomyelitis | Until certified well by appropriate public health official |
| Ringworm of scalp | Until cured. |
| Ringworm of the body | Until treatment has been given. Seldom necessary to exclude if treatment given. |
| Scabies -red itchy rash between the fingers. | Requires immediate treatment and then child can return once it is given. |
| Scarlet fever and streptococcal (The bacteria can cause throat and ear infections, pinpoint rash and the skin becomes dry and flaky.) | A child cannot be accepted until fully recovered and a course of treatment completed. |
| Slapped cheek disease, Fifth disease - red cheeks, sore throat, high temperature etc | This disease can be harmful to expectant mothers therefore do not bring your child to Nursery until they are fully recovered. |
| Threadworms | No need for exclusion but prompt treatment is necessary for the whole family. The Nursery should be informed to avoid spread. |
| Tonsillitis -Tonsils swell, become red and inflamed and may show spot | Until feeling well enough to join in with normal activities, and 48hrs after antibiotics have been administered if applicable. |
| Infection of the throat | 3 days from the start of the treatment |
| Tuberculosis | Please liaise with the local Health Authority. A child may not return to nursery until fully recovered. |
| Typhoid fever | Until declared free from infection by a doctor or appropriate Health official. |

- This list is not necessarily exhaustive, and staff are encouraged to contact local health services if they are in any doubts about any of the above illnesses.

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- Parents/carers/staff should remember that if they or any other member of the family have any of the above illnesses, your child may not show any symptoms but may be incubating the illness and therefore infecting other Nursery users and staff.

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