

MANAGING CHILDREN WITH ALLERGIES, OR WHO ARE SICK OR INFECTIOUS POLICY AND PROCEDURES FOR WHIZZ KIDS PRE-SCHOOL

Policy

We provide care for healthy children and promote health through identifying allergies and preventing contact with the allergenic substance and through preventing cross infection of viruses and bacterial infections.

Procedures for children with allergies

- When parents start their children at our pre-school they are asked if their child suffers from any known allergies. This is recorded on the registration form.
- If a child has an allergy, a risk assessment form is completed to detail the following:
 1. The allergen (ie the substance, material or living creature the child is allergic to such as nuts, eggs, bee stings, cats etc).
 2. The nature of the allergic reactions eg anaphylactic shock reaction, including rash, reddening of skin, swelling, breathing problems etc.
 3. What to do in case of allergic reactions, any medication used and how it is to be used (eg EpiPen).
 4. Control measures - such as how the child can be prevented from contact with the allergen.
 5. Review.

- This form is kept in the child's personal file and a copy is displayed where staff can see it.
- Parents train staff in how to administer special medication in the event of an allergic reaction.
- No nuts or nut products are used within our pre-school.
- Parents are made aware so that no nut or nut products are accidentally brought in, for example, to a party.

Oral medication

Asthma inhalers are now regarded as 'oral medication' by insurers and so documents do not need to be forwarded to insurance providers.

- Oral medications must be prescribed by a GP or have manufacturer's instructions clearly written on them.
- Clear written instructions on how to administer such medication must be provided to pre-school staff.
- All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.
- Written parental consent must be given to the pre-school. This consent must be kept on file. It is not necessary to forward copy documents to the insurance provider.

Life-saving medication and invasive treatments

Adrenaline injections (Epipens) for anaphylactic shock reactions (caused by allergies to nuts, eggs etc) or invasive treatments such as rectal administration of Diazepan (for epilepsy).

- The pre-school must have:
 1. A letter from the child's GP/consultant stating the child's condition and what medication if any is to be administered;
 2. Written consent from the parent or guardian allowing staff to administer medication;
 3. Proof of training in the administration of such medication by the child's GP, a district nurse, children's nurse specialist or a community paediatric nurse.
- The pre-school manager must check with the current insurance provider to find out if the insurance can be extended.

Key person for special needs children - children requiring help with tubes to help them with everyday living eg breathing apparatus, to take nourishment, colostomy bags etc.

- Prior written consent from the child's parent or guardian to give treatment and/or medication prescribed by the child's GP.
- Key person to have the relevant medical training/experience, which may include those who have received appropriate instructions from parents or guardians, or who have qualifications.
- The pre-school manager must check with the current insurance provider to find out if the insurance can be extended.

Procedures for children who are sick or infectious

- If children appear unwell during the day eg have a temperature, sickness, diarrhoea or pains, particularly in the head or stomach, the pre-school manager calls the parents and asks them to collect the child, or send a known carer to collect on their behalf.
- 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.
- In extreme cases of emergency the child should be taken to the nearest hospital and the parent informed.
- Parents are asked to take their child to the doctor before returning them to our pre-school; under normal circumstances, we will refuse admittance to children who have a temperature, sickness and diarrhoea or a contagious infection or disease.
- Where a child has been prescribed antibiotics, parents are asked to keep them at home for 48 hours before returning to our pre-school.
- After diarrhoea and or vomiting, parents are asked to keep children at home for 48 hours.

Reporting of 'notifiable diseases'

- If a child or adult is diagnosed suffering from a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988, the GP will report this to the Health Protection Agency.
- When the setting becomes aware, or is formally informed of the notifiable disease, the manager informs Ofsted and acts on any advice given by the Health Protection Agency.

HIV/AIDS/Hepatitis procedure

- HI 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 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/sluicing clothing after changing.
- Soiled clothing is rinsed and 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.

Nits and head lice

- Nits and head lice are not an excludable condition, although in exceptional cases a parent may be asked to keep the child away until the infestation has cleared.
- On identifying cases of head lice, all parents are informed and asked to treat their child and all the family if they are found to have head lice.

Further guidance

- Managing Medicines in Schools and Early Years Settings (DfES 2005)

This policy and its procedures was adopted at a meeting between Mrs Terina Wilkinson and Mrs Sara Ward on 26th November 2019 and will be reviewed annually or sooner if necessary.

Signed by

Mrs Terina Wilkinson
Room 1 Manager

And

Mrs Sara Ward
Room 2 Manager