

Busy Bees Playgroup Sick Child and Medication Policy

(Cross reference to Key Person and Partnership with Parents/Carers Policy, Health and Safety Policy, Food and Drink Policy and Accident and Injury Policy)

To prevent cross infection, staff members, volunteers or children suffering from illness or infection should not attend Busy Bees Playgroup. We do not provide care for children who are unwell, have a high temperature, or sickness and diarrhoea, or who have an infectious disease. This is in line with the Health Protection Agency's 'Guidance on Infection Control in Schools and other Childcare Settings'. Busy Bees adopts a 48-hour rule for sickness and diarrhoea. This means that children and staff cannot return to Busy Bees until 48 hours after their last bout of sickness and/or diarrhoea. Children's nappies and toilet visits will be individually monitored. If a child is displaying obvious sickness and diarrhoea they will be sent home. If a child informs us they have been sick in the night and we are concerned, we will contact the parent/carer to see if this is the case and if necessary, ask the parent/carer to come and collect their child. If a child complains of feeling sick or having stomach pains, we will use our judgement as to whether it is necessary to contact the child's parents/carers.

If a child has been unwell in the night, parents/carers should keep them at home for the next day to ensure they are not developing any illness. Parents/carers are advised to consult Busy Bees before returning their child after illnesses such as chickenpox.

In the event of staff deciding a child is not well enough to be at Busy Bees, they will be removed to a quiet corner and monitored by a member of staff and parents/carers will be telephoned to come and collect the child. If we are unable to contact the parents/carers the emergency contacts will be asked to come and collect the child. If a child becomes seriously unwell, parents/carers will be telephoned and asked to return to Busy Bees immediately, and a 999 call will be made if necessary.

The nearest hospital with a casualty department is GLOUCESTER GENERAL – 0300 422 2222

If Busy Bees have reason to believe that any child is suffering from a notifiable disease identified as such in the Public Health (Infectious Diseases) Regulations 1988, we will inform the relevant services and OFSTED. A list of notifiable diseases is kept in the Health and Safety file and displayed in the office for staff to refer to. If Busy Bees is informed of a serious infectious illness we will follow the up to date guidelines from Education and Health authorities.

Procedure in the case of serious or notifiable infectious illness or outbreak of infection (more than 5% of children affected): The Public Health England South Region (Tel 0300 303 8162) is notified of any infectious disease that a qualified medical person considers notifiable. (Infectious Disease Notification Act 1889).

- We will inform the parents/carers of vulnerable children immediately. Vulnerable children are those with heart, kidney, and immunity conditions, and sometimes asthma.
- We will then inform all other parents/carers who can then make their own decision about whether to leave their children in the setting.
- We will advise outside agencies that may be affected such as other local nurseries and the local schools or childminders if we know we share children.
- We will also advise anyone due to visit us or who has visited us in the last few days.
- If a child shows any symptoms that give cause for concern once at Playgroup we will contact the parents/carers or emergency contact to come and collect the child having isolated him or her from the other children.
- If the advice is that we close playgroup this will be done. We will contact as many people as we can otherwise a notice will be placed on the door.
- If we are open parents/carers are asked not to send children showing any symptoms of any serious infectious illness. Staff who feel they may have the symptoms are requested to advise the Manager and stay away. A guideline on when a child can return to Busy Bees is when they have not had a temperature and main symptoms for more than 48 hours.
- We will be extra vigilant with hand washing and toys that go in children's mouths. We will not use the musical instruments, playdough, water/messy play and restrict the toys in the home corner. We will use anti-bacterial spray to clean the tables, play surfaces and regularly disinfect the toilet and hand washing areas.
- Staff will regularly wash their own hands and use anti-bacterial gel when they cannot get to water and soap.
- We will spray appropriate toys with disinfectant and wash all other toys in the dishwasher on a hot cycle.
- Children will be told to cough and sneeze into tissues, which we will then bag and bin. Children/staff will then wash their hands.
- We will follow advice on how to control further outbreaks of the illness. This may require a deep clean of the premises with specialist cleaning chemicals.

Medication

As part of the admissions process, parents/carers are required to inform Busy Bees of any serious health problems, asthma or allergies that their child may have. If a child has or develops a serious medical condition, parents/carers are required to complete a Health Care Plan. It may be necessary to consult the insurance company or obtain legal advice about their requirements. If the administration of prescribed medication requires medical or technical knowledge, tailored training is provided for at least 2 relevant members of staff by a health professional prior to the child attending Busy Bees. We will ask parents to review their Child's Registration Form and health requirements to check details are correct when children who attend Busy Bees are prescribed medication.

Parents/carers of children with asthma must notify the Manager and an Asthma register form must be completed. Parents/carers must send in named inhalers and a spacer, to keep at Busy Bees so it is always on hand. All inhalers are stored safely and are easily accessible to staff during the session and will be taken on outings or walks away from the playgroup setting

Busy Bees do Not administer Calpol or any other medication, we check the child's temperature and contact parents to collect their child.

Personal care procedures:

Guidelines for changing children who require a nappy change or change of clothes:

- Parents/carers are asked to change their child's nappy at the last possible moment before bringing them to Busy Bees.
- The child's Key Person will be responsible for changing their nappy when required, or after lunch. A record of nappy changes is recorded on the nappy changing log sheet.
- Staff always wear a fresh pair of disposable gloves and if necessary a protective apron for each child.
- Children's own wet wipes will be used where supplied or non-fragrant wipes kept by Busy Bees when required.
- Nappies are double wrapped in nappy sacks, and then hygienically disposed of in the nappy bin, along with the protective gloves and apron.
- Staff members must wash hands after changing clothes or nappies.
- Wet clothes will be put in a carrier bag and put in the child's bag or hung on their peg.
- If a child is still inclined to have frequent "accidents" parents/carers are asked to take their child to the toilet just before settling them into the session.
- Children's own change of clothes will be put on them if supplied, otherwise Busy Bees keeps spare clothes.
- Parents/carers will be asked to wash and return Busy Bees clothes
- If a staff member notices any marks, rashes or injuries on the child a note will be made or communicated to the child's parent/carer and DSL.