



## Sickness and Medication Policy



Phoenix Education Day Nursery requires that all parents/carers provide written details of their child's general state of health during the registration process. This includes any known allergies and/or special dietary requirements. We also request that you inform us of your child's GP and Dentist and their contact details and whether your child's immunisations are up to date and if an Education, Health & Care Plan (EHCP) has been issued

When registering your child you have the option of authorising our staff to administer one dose of paracetamol suspension should your child develop a higher than normal temperature whilst in our care.

Parents/carers are also requested to make adequate arrangements for emergency care to be available should your child become unwell whilst in our care, and provide us with at least two emergency contact details and contact numbers for this eventuality.

We ask that if your child is obviously unwell or distressed through illness, that you do not bring them into the nursery environment. We ask that, as a parent/carer, you consider the health and wellbeing of not only your child, but other children and staff within the nursery. Children generally recover more quickly from illness if they are kept at home in a restful and quiet environment.

If there are multiple cases of a particular infection or illness within the nursery, a notice will be displayed for parents/carers to be aware of this, and symptoms to be aware of.

There will always be at least one member of staff on site trained in paediatric first aid and attend refresher courses. In addition, all staff are trained in how to deal safely with bodily fluids.

Should any child be registered to attend with specific medical needs e.g. use of an Epi Pen, then at least one member of staff with up to date training must be in attendance at the same time as the child. Training will be arranged by the setting in each individual case.

Management will use their discretion when deciding if a child is fit enough to attend the nursery, and will take into account the health and wellbeing of the staff and other children within the nursery when making this decision. Management will not admit any child that they consider too unwell to attend.

When deciding on a course of action and whether a child should attend nursery, we shall consult the UK Health Security Agency publication 'Health Protection in Schools and other Childcare Facilities'.

## **Children developing infections**

Best practice states children who have suffered any of the following should not return to nursery until they have been symptom-free for at least 48 hours:

- stomach upset, sickness or diarrhoea
- eye infections
- elevated temperature

Parents/carers will be requested to collect their child after an isolated bout of sickness and/or diarrhoea. The nursery manager will use their discretion, taking into account the child's individual circumstances, to decide when they will be permitted to return to nursery. The exclusion may be requested for longer for other infections such as:

- Impetigo
- Chicken Pox (until spots are dry)

## **Children falling ill whilst in our care**

If a child becomes ill at nursery we will inform the parents/carers as soon as possible. A trained member of staff will administer one dose of paracetamol suspension if parental permission has been provided and record this electronically on the Connect software. Parents will then be requested to collect the child if the temperature persists. Please also be aware that children will contract common infections particularly because they are attending a nursery where they are socialising with lots of other children. Our staff are familiar with most common problems of childhood and are very happy to advise you, although we strongly recommend you contact either your GP, NHS Direct or Health Visitor for professional advice if your child is unwell.

## **Coronavirus**

Current Public Health advice issued by the DfE should be followed if a child tests positive for Coronavirus. Children are advised to remain at home if they have symptoms of an upper respiratory infection and a high temperature or feel unwell, until they no longer have a high temperature and feel well enough to resume normal activities and return to the setting.

## **Medication**

Many children require regular medication or medication to treat an illness. Qualified staff are able to administer prescribed medicines, teething gels and skin creams etc., at the discretion of the manager. Should you wish us to administer medication, the following conditions apply:

1. The medication must be clearly labelled with the child's name and dosage instructions on it and it must be within its expiry date.

2. Prescribed medication will then be kept in a locked cupboard within the office.
3. Staff have the right to refuse to administer any medication that they feel at unease with.
4. If a child needs occasional medication such as asthma inhalers, parents/carers must ensure that staff are kept informed of the current requirements of the child and that any medication held on site is within its use-by date.
5. Each time the medication is administered to your child an electronic medication form will be completed by a qualified member of staff. This will state the name and dosage of the medication, the time and date it was administered, and by whom. An image of the medication and label with prescribed dosage and child's name should also be uploaded to the electronic form where possible. This form will then be checked and approved by a manager or deputy manager and made available for the parents to view.
6. At all times confidentiality will be maintained and consideration given to our Equal Opportunities Policy and any Individual Health Plan applicable to a child.

### **Notifiable Diseases/Outbreaks**

Many more serious illnesses and diseases are required to be reported to a Proper Officer of the Health Protection Agency (HPA). This is usually actioned by the child's GP:

A list of notifiable diseases can be found at:  
<http://www.hpa.org.uk/Topics/InfectiousDiseases/InfectionsAZ/NotificationsOfInfectiousDiseases/ListOfNotifiableDiseases/>

Information on health protection can be found at:

Kent Health Protection Unit  
Level 2 Civic Centre  
Tannery Lane  
Ashford  
TN23 1PL

Email: [HPU-Kent@hpa.org.uk](mailto:HPU-Kent@hpa.org.uk)  
Telephone: 0844 225 7968

If there is an outbreak of 2 or more of the same condition in the setting at the same time, consideration will need to be given to reporting this to the HPA and Ofsted.

## **Food Poisoning**

Ofsted should be notified of any food poisoning affecting two or more children looked after on the premises, any child having meningitis or the outbreak on the premises of any notifiable disease:

Applications, Regulatory and Contact (ARC) Team  
Ofsted  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD

[www.ofsted.gov.uk](http://www.ofsted.gov.uk)

Telephone: 0300 123 4666

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/chapter-2-infection-prevention-and-control>

## **Infection Control**

**UK Health Security Agency**  
**Health Protection in Schools and other Childcare Facilities**

[Health protection in children and young people settings, including education - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/health-protection-in-children-and-young-people-settings-including-education)