

Sickness & Illness Policy

If a child becomes ill or sick during the course of the Centre day, staff will do their utmost to ensure his/her needs are met. If a child's condition deteriorates, parents will be called to collect their child. We will follow these procedures to ensure the welfare of all children within the Centre:

- If a child becomes ill during the course of the Centre day, they will be cared for by familiar staff in a quiet and calm manner. Centre staff place the utmost priority on the health and wellbeing of a child and expect parents to be supportive of this. Should the child's condition deteriorate the child's parent(s) will be contacted and asked to pick their child up as soon as possible. Times of calls to parents will be recorded and responses monitored by staff.
- Parents have a duty to inform and ensure staff remain up to date with a child's medical and health needs occurring outside of the normal pattern of attendance. This includes sharing information regarding the administration of medication, prescribed or otherwise, any admittance to hospital or receipt of emergency treatment and any illness or medical ailments. For example, if a child has suffered a febrile convulsion due to a high temperature,
- If a child's temperature continues to rise after the administration of paracetamol and after staff have exhausted other methods of cooling, i.e. removing clothes the down to nappy or underwear (being sensitive to cultural needs), cooling with sponges / face cloths and offering fluids, parents will be called to collect their child as soon as possible. Again calls to parents and responses will be monitored by staff and recorded.
- If a contagious infection is identified in the Centre, parents will be informed to enable them to spot the early signs of this illness. All equipment and resources that may have come into contact with a contagious child will be cleaned and sterilised thoroughly to reduce the spread of infection
- It is vital that we follow the advice given to us by our local Health Protection Agency (HPA) and exclude specific contagious conditions, e.g. sickness and diarrhoea and chicken pox to protect other children in the Centre and stem the spread of infection. An exclusion checklist poster provided by the Leeds HPA is displayed in the main reception area.

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- Staff are able to administer *prescribed* medicines that are clearly labelled and in date to children. Parents are expected to complete a medicine form and staff will record dosage and times of administration throughout the day. A child requiring a course of anti-biotic may benefit from a rest period at home, this is at the parents' discretion when considering the needs of their child.
- Staff are unable to offer one to one care and attention to a very sick or ill child as ratios must be adhered to throughout the day. The Centre, therefore, has the right to refuse admission to a child who is deemed too unwell to attend. This decision will be taken by one of the Centre managers on duty and is non-negotiable.
- Information/posters about head lice are readily available and all parents are requested to regularly check their children's hair. If a parent finds that their child has head lice we would be grateful if they could inform the Centre who can alert other parents so they can check their child's hair. The child's identity will be protected

Transporting children to hospital procedure

- If the sickness is severe or a child's condition deteriorates rapidly, staff will call for an ambulance immediately. A member of the management team must be informed
- Parents will be informed to enable them to meet at their child at the hospital; a member of the management team must be informed of the issue.
- A familiar member of staff must accompany the child and take with them the Child's Personal Details form, relevant medication sheets, any medication and the child's comforter. This staff member will remain with the child and support the family as required.
- Staff will remain calm at all times.

This Policy was adopted on	13 th July 2017
Signed on behalf of the Centre	Fiona Hakin
Date for review	13 th July 2018