

## **1<sup>st</sup> Step Pre-school Ltd: Children's Illness, Infection & Medication Policy**

### **Our Commitment**

At 1st Step Pre-school Ltd, we prioritise the health, safety, and wellbeing of every child. We are committed to preventing the spread of illness and infection and ensuring any child who becomes unwell at nursery is treated with sensitivity, dignity, and care.

### **Purpose**

This policy aims to:

- Prevent and manage the spread of infectious diseases
- Ensure a safe and healthy environment for children, staff, and families
- Define clear exclusion periods for common childhood illnesses
- Establish safe procedures for administering medications
- Clarify emergency and medical care protocols

### **Admission and Exclusion of Unwell Children**

#### **General Guidelines**

- Children must not attend nursery if unwell, especially if given Calpol or similar medication prior to arrival, as it may mask symptoms of a more serious/contagious illness
- Staff will monitor and comfort any child who becomes unwell during a session until collected by a parent or emergency contact

#### **Admission Restrictions**

- The Lead Practitioner or their deputy may refuse admission if a child's condition could compromise the health of others, even if guidance would otherwise allow attendance
- Parents must inform the pre-school of any illness prior to attendance

### **Parent/Carer Responsibilities**

Parents must:

- Keep children at home for the full exclusion period when unwell
- Provide up-to-date emergency contact details, GP information, and immunisation records
- Notify the pre-school of illness, absences, or health changes
- Provide written consent for staff to act in their absence, including hospital transport or emergency treatment

### **Managing Illness at Nursery**

#### **Monitoring and Comfort**

- Children who become unwell will be closely monitored by their key person or another staff member.
- Medical advice will be sought immediately if the child's condition worsens.
- Parents will be contacted promptly; if unreachable, the next emergency contact will be called.

### **High Temperature / Fever**

- Fever is defined as 38°C (100.4°F) or above in children under 5.
- Staff will:
  - Record the temperature
  - Remove excess clothing, but will not undress or sponge down
  - Keep the child hydrated
  - Monitor temperature at regular intervals between 15/20 minutes
- Parents will be contacted and asked to collect the child if fever persists

## Medical Emergencies

- Call 999 immediately for febrile convulsions, anaphylaxis, or seizures.
- Administer prescribed emergency medication (e.g., EpiPen, inhalers).
- A senior staff member, plus an additional staff member will accompany the child to hospital with all relevant medical documentation and medication.

## Short-Term and Long-Term Medical Needs

### General Principles

- Children with medical conditions have the right to attend pre-school if they can safely participate
- Staff only administer medicines if they are qualified, with a second member of staff and as authorised by parents/carers
  - A medication form will be required

### Long-Term Conditions

- An Individual Care Plan (ICP) will be developed with parents and healthcare professionals (if required). It will include:
  - Child's name, condition, and dietary/medical needs
  - Medication, dosage, possible side effects
  - Emergency procedures and contact details
  - Staff responsibilities
- Staff receive training and competence confirmation from healthcare professionals.
- ICPs and medical records are secure yet accessible to relevant staff.

## Short-Term Conditions / Medication Administration

- Parents complete a Medication Form detailing:
  - Child's name and authorisation
  - Medicine name, dosage, frequency, and method
  - Time last dose given
- Medicines must be in original labelled containers. Non-prescribed medicines will not be administered, except for over-the-counter nappy creams, teething gels or moisturisers
- Administration must be recorded by two staff members, with parent acknowledgment
  - Medication will only be administered if it is required 4 or more times per day

## Storage of Medicines

- Medicines are stored securely, out of children's reach
- Refrigerated medicines in labelled containers
- Staff personal medication must not impair childcare duties

## Infection Control and Hygiene

- Children are taught to cover coughs/sneezes with tissues or elbows
- Surfaces, toys, and equipment are cleaned regularly with antiviral/antibacterial disinfectants
- Bins emptied daily; toys sterilised on a rotation basis
- During outbreaks, enhanced hygiene measures are implemented

## Infectious Illness Exclusion Table

<u>Infection</u>	<u>Exclusion Period</u>
Chickenpox	≥5 days from rash onset, spots crusted
Conjunctivitis	24 hours after treatment
Covid-19	3 days after positive test
Diarrhoea/Vomiting	48 hours after last episode
Fever	24 hours after temperature <38°C
Headlice	Until treated
Impetigo	48 hours after antibiotics or crusted
Measles*	4 days from rash onset
Mumps*	5 days after swelling
Rubella*	5 days from rash
Slapped cheek	None once rash appears
Scarlet fever*	24 hours after antibiotics
Hand, Foot & Mouth	None
Whooping cough*	2 days after antibiotics or 21 days if untreated
Other minor infections	as advised by GP

*\*Diseases requiring mandatory public health notification and consultation with UKHSA HPT.*

## Non-Compliance

Children returned before the exclusion period will be refused entry; repeated breaches reported to Local Authority/Social Services.

## Vaccination and Outbreak Management

- Parents must provide up-to-date immunisation records
  - Children can not attend pre-school until 24 hours after any immunisations.
- In outbreak situations:
  - Unvaccinated children may be temporarily excluded
  - Parents will be notified of confirmed cases
  - Hygiene and infection control measures reinforced
- Ofsted will be notified of serious illness or outbreak within 14 days

## Staff Responsibilities

Staff will:

- Monitor children's health and administer medication safely.
- Maintain confidentiality of medical information.
- Ensure fitness to work; notify management if medication may impair childcare.
- Record incidents, injuries, and medication administration accurately.