

## **Health Policy**

### **Illness and Spread of Infection (EYFS 3.44)**

The good health of the children is our priority. If a child becomes unwell whilst at preschool, the parent or emergency contact will be contacted and asked to collect the child.

Parents are asked to keep their children at home if they have any infection and to inform the preschool as to the nature of the infection so that the preschool can alert other parents and make careful observations of any other child who seems unwell.

Parents are asked not to bring any child into the preschool that has been vomiting or had diarrhoea, until at least 48 hours have elapsed since the last attack.

We follow the 'Guidance on Infection Control in Schools and other Childcare Settings' (May 2016) and Ofsted will be notified of any serious, infectious diseases in our setting. All children who have an infectious disease will be excluded. Guidance on infection control will be displayed for parents.

Any cuts or open sores, whether on adults or children will be covered with sticking plaster or other dressing.

### **Child becoming unwell in preschool with suspected case of coronavirus**

Anyone who begins to display coronavirus symptoms while in the setting should be sent home immediately and follow government guidelines on what to do if you or someone in your household develops symptoms. If a child is waiting to be collected, they should be separated from their group and isolated with one member of staff, in the kitchen area with the back door open for ventilation in both settings.

The staff member waiting with child should ensure they wear PPE – apron, gloves and mask and eye protection if risk of coughing/spitting. Masks and eye protection to be kept in First Aid Box at Village Hall and SHQ.

All staff and children who are attending a childcare setting will have access to a test if they display symptoms of coronavirus. Anyone with symptoms can and should get tested.

Parents should follow government guidance and advise us immediately of results. Manager or Deputy to follow procedure on PHE Guidance for Childcare and Educational Settings in the Management of COVID-19 which is kept at the front of the register at both settings.

They should also advise any positive case to Alison Reigate (H&S Village Hall) and/or Roger Day Scout Chairman.

If the test result is positive, your child should continue to self-isolate for at least 10 days from the onset of the symptoms and then return to preschool only if they do not have

symptoms other than cough or loss of sense of smell or taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The ‘at least 10-day’ period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of the household should continue self-isolating for the full 14 days.

If the test result is negative and they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. If they need to have Calpol or similar medication, they are not well enough to come to preschool. Other members of the household can also stop self-isolating.

Ensure that emergency contacts are updated and consider where these may need to change, for example if previous emergency contacts are in a shielded group.

### **Medicines (EYFS 3.44)**

While it is not our policy to care for sick children who should be at home until they are well enough to return to the setting, we will agree to administer medication as part of maintaining their health and wellbeing or when they are recovering from an illness. We ensure that where medicines are necessary to maintain the health of a child they are given correctly and in accordance with legal requirements.

In many cases it is possible for children’s GPs to prescribe medicine that can be taken at home in the morning and evening. As far as possible, administering medicines will only be done where it would be detrimental to the child’s health if not given in the setting. If the child has not had a medication before, it is advised that the parent keeps the child at home for the first 48 hours to ensure there are no adverse effects, as well as to give time for the medication to take effect.

The Deputy Manager is responsible for the correct administration of medication to the child, including ensuring that parent consent forms have been completed, that medicines are stored correctly and that records are kept according to procedures. In the absence of the Deputy Manager, the Manager will oversee the administering of medicine.

### **Procedure for administering medicine (EYFS 3.45, 3.46)**

Children taking prescribed medicine must be well enough to attend the setting. In accordance with the Early Years Foundation Stage, we can only accept medicines that have been prescribed by a doctor, dentist, nurse or pharmacist. (Medicines containing aspirin should only be given if prescribed by a doctor.) Medicines must be in date and prescribed

for the current condition. Children's prescribed medicines are stored in their original containers, are clearly labelled and are inaccessible to the children.

Parents must give prior written permission for the administration of medicine on our 'Medication Consent Form'. Details of the medication, dosage, frequency and any other relevant information must be recorded and the parent must sign the form as their authority to us administering the medicine. No medication will be given without these details being provided.

Two members of staff will oversee the administration of medicine and this is recorded accurately on the Medication Consent Form each time it is given, detailing the dosage and time given and is signed by the person administering the medicine and the person witnessing. Parents are shown the record at the end of the day and sign the medication record to acknowledge the administration of the medication.

Individual staff training by a health professional will be given for more complex conditions and tailored for each child.

### **Storage of medicines**

All medication is stored in individual named, sealed plastic boxes, safely out of reach of children, or refrigerated as required. The Deputy Manager /Manager is responsible for ensuring medicine is handed back at the end of the day to the parent. For some conditions, medication may be kept in the setting to be administered on a regular or as-and-when-required basis. The Deputy Manager/Manager will check that any medication held in the setting is in date and return any out-of-date medication back to the parent. Information held about medicines held in the setting is written in the Accident and Medical File.

### **Children who have long term medical conditions and who may require ongoing medication.**

We will gain information from the parents regarding any long term conditions such as asthma or allergies/intolerances.

The Manager and Deputy Manager will carry out a risk assessment for any child who has a long term medical condition that requires regular on-going medication. Other medical staff may be involved in this risk assessment. Parents are asked to contribute to the risk assessment and are shown around the setting so they understand the routines and activities and can indicate anything that they feel may be a risk factor for their child. Individual staff

training by a health professional will be given for more complex conditions and tailored for each child.

An individual health plan for the child is drawn up with the parent, outlining the Deputy Manager's role and the information that should be shared with other adults who care for the child. This plan should include the measures to be taken in an emergency. The health plan should be reviewed regularly and any changes to medication noted. Parents receive a copy of the health plan and each contributor, including the parent, signs it.

### **Managing medicines on trips and outings**

If children on medication are going on outings, the Deputy Manager will accompany the child or another member of staff who is fully informed about the child's needs and/or medication. Any medication for a child is taken in their individual named, sealed plastic box together with their medication consent form to record when the medication has been given.

If a child on medication has to be taken to hospital, the child's medication is taken in their individual named, sealed plastic box together with their medication consent form.

### **Food and Drink (EYFS 3.47, 3.48)**

Before a child starts at preschool, we obtain information about any special dietary requirements, preferences and food allergies the child may have. This information is displayed clearly in our snack/lunch area so that all staff members are aware of them.

For those children staying for lunch, we provide hot, fresh, award winning healthy lunches, delivered and supplied by Little Tums Children's Catering Company. Parents are still able to provide a packed lunch from home, but are advised not to include any nuts, chocolate, fruit substitutes or crisps, so we ensure each child has a nutritious meal.

All snacks provided will be nutritious and we follow the Voluntary Food and Drink Guidelines for Early Years Settings in England. We provide each child with a labelled water bottle so that fresh drinking water is available for children to drink at all times. All staff involved in preparing and handling food are trained in food hygiene.

All areas of the kitchen used in preparation of food and drink or in any cooking activity are cleaned using hot soapy water, dried with paper towels and then sterilised using Milton solution. This includes the snack and dinner tables. All staff complete the Food Standards

Agency daily record. Cups, plates and utensils will be washed by hand and air dried where possible and stored in a dust free place. Any tea towels used will be washed at the end of each session.

Ofsted will be notified of any food poisoning affecting two or more children looked after in our setting within 14 days of the incident.

### **Accident or injury (EYFS 3.50, 3.51)**

We aim for all staff members to be trained in Paediatric First Aid, which is renewed every three years. At least one person who has a current Paediatric First Aid certificate will be on the premises during every session.

In the Village Hall, the First Aid box is kept in the medical box located on the stage during every session. At the Scout Headquarters, the First Aid box is kept in the kitchen. The contents of both boxes are checked monthly and restocked where necessary.

Accident Forms are kept in the Accident and Medical File, (kept in the medical box located on the stage during every session at the Village Hall and in the kitchen at Scout Headquarters) These are completed by staff members giving details of the person involved and details of the accident, incident or occurrence. The form is then signed by the child's parents at the end of the session and passed to the Deputy Manager for review.

We will notify Ofsted of any serious accident, illness or injury to, or death of, any child whilst in our care and also of the action taken, within 14 days of the event. We will also notify local child protection agencies of any serious accident or injury to, or death of, any child whilst in our care and will follow their advice.