



## **Busy Bees @ LPS – Ill in Care Policy**

Busy Bees @ LPS provides care for healthy children and promotes health through identifying allergies and preventing contact with the allergic substance and through preventing cross infection of viruses and bacterial infection.

Parents are asked to keep their children at home if they have any infectious illnesses until they are well enough to return and do not pose a risk to other children in the group. We have a list of some infections and the incubation period recommended, on display in the corridor on the kitchen door.

Busy Bees @ LPS promotes good health of all children and takes positive steps to prevent the spread of infection and appropriate measures will be taken if they become ill whilst at Busy Bees.

Before children start at Busy Bees, parents are required to complete a registration form which details whether the child has any medical conditions or allergies. We keep an allergy list in the kitchen and next to the snack table to ensure children are not given any food which they may be allergic to. All staff in contact with the child are made aware of any medical condition or allergy.

In the event of a child becoming ill at Busy Bees @ LPS, the Manager will endeavour to assess the situation and ensure the child is as comfortable as possible. All parents will have signed on the registration form to agree to collect their child as soon as possible should they become ill whilst at Busy Bees. This is for a number of reasons including:

- A sick child would prefer to be at home with parents/carers
- To reduce the risk of cross infection
- The child may need medical attention
- The child may require medication such as Calpol

The following procedure will be followed should a child become ill whilst in our care:

- The parent or carer of the child will be telephoned should a child become ill during their time at Busy Bees.

- Should a child vomit or have diarrhoea whilst at Busy Bees, one staff member will clean up any spillages or waste, wearing disposable gloves and an apron and using warm soapy water and a mild disinfectant solution. A named First Aider is informed of the incident.
- Any soiled clothing will be double bagged for parents to take home.
- The sick child's temperature will be checked to ensure that they have no fever. If temperature is too high all known techniques will be used to cool child down i.e. tepid sponging, fewer clothes, cool drinks etc. until parent/carer arrives.
- The Manager or Deputy Manager will inform the child's parents as soon as possible and arrange for the child to be collected. If a child has vomited or had diarrhoea the parent will be informed that the child cannot return until 48 hours have passed following the last episode.
- The child will be kept safe and comfortable but will be away from the other children to prevent cross infection
- A member of staff will stay with the child
- If a child becomes seriously ill, the Manager will ring for an Ambulance and inform the parent/carers immediately.
- Under no circumstances will a child be placed into a vehicle and driven to hospital by a member of staff
- If parents/carers cannot get to Busy Bees quickly, a member of staff will travel with the child to hospital in the ambulance and meet the parents/carers there
- If necessary, a report will be written after the event to report the factual circumstances leading up to the event
- All incidents must be recorded in the incident book, which is located in the lockable office cupboard, and witnessed and signed by staff and parents/carers.
- If we had reason to believe that a child was suffering from a notifiable disease, we would action advice given by the Health Protection Agency and inform Ofsted of any action taken. A full list of infectious diseases can be accessed [here:](http://www.hpa.org.uk/servlet/Satellite?p=1197382228184&goButton=Go&packedargs=null&childpagename=HPAweb%2FPage%2FHPAwebAutoListName&pagename=HPAwebWrapper&c=Page&cid=1153846673347)
- We will inform Herefordshire Safeguarding Children Board (HSCB) of any notifiable disease.
- Reporting of any child or adult diagnosed with a disease listed under the Public Health (Infectious Diseases) Regulations 1988, will be reported to the Health Protection Agency by the GP

Busy Bees @ LPS will refuse admission to any child who currently has a temperature, infectious disease or has been sick or had diarrhoea within the last 48

hours. Similarly, it is deemed that a child who has required Calpol or an equivalent, is not well enough to attend Busy Bees and should stay at home.

Busy Bees will not administer any medication unless prescribed. This is in accordance with our Administering of Medications policy.

Should a child fall ill whilst at school and is due to attend After School Club, the child will remain in school until they are collected by a Parent or Carer in order to prevent cross-infection.

<b>This policy was adopted on</b>	
<b>Signed on behalf of the preschool</b>	
<b>Date disseminated to staff</b>	
<b>Date for review</b>	