



Child Health Policy

Aim

Atelier Nursery seeks to promote the good health of the children in our care and as such takes reasonable steps to prevent the spread of infection. We will also take appropriate action when children become ill in our care.

Exclusion of children from the Setting

To encourage and promote good health and hygiene in the setting, staff will monitor children for signs and symptoms of infectious diseases such as chickenpox, measles, mumps, rubella, meningitis, hepatitis, diarrhoea, vomiting and fevers of over 101o F/38oC.

Should a child become ill within our care, for their well-being and for the safety and health of other children the parents of the un-well child will be contacted and requested to collect their child as soon as possible.

Parents are requested to keep their child away from the setting whilst they are ill. The period of time required for this will be informed by the HPA guidance, a copy of which is given to all families on admission.

Infectious and Notifiable Diseases

Should a child attending the nursery have a confirmed case of any infectious disease, all families will be made aware through notices at the nursery.

Should we be informed that any child attending the nursery is suffering from a notifiable disease as identified in the public health (infectious diseases) regulations 1988, we will follow the guidance offered by the HPA and will notifying all parents by email as soon as possible. The information offered to families will include:

- The suspected disease
- The signs and symptoms of the disease
- The times at which children could have been in contact with the disease
- Contact details of the HPA

The setting will act on any advice given by the Health Protection Agency and inform Ofsted about any serious illness contracted by a child whilst in the care of the setting.

A list of notifiable diseases is available on the HPA website www.hpa.org.uk

Prevention of Contactable Diseases

To prevent the possible spread of diseases including HIV (Human Immunodeficiency Virus) and Hepatitis staff must wear protective clothing (disposable aprons and gloves) when dealing with any bodily fluids.

All staff will be trained in good hygiene practices.

The disposal of bodily fluids will include the double bagging of soiled wipes, bandages or other first aid equipment prior to the safe disposal of these items in the clinic waste bin.

Serious Illness or Accident

In the case of a serious accident or a child becoming seriously ill their parents will be contacted immediately alongside the emergency services. The lead first aider and Head of Nursery will take appropriate first aid action, until instructed to stop by the emergency service team.

In the unlikely event of the parent not being available, the senior staff member must assume responsibility and if necessary go with the child in the ambulance to hospital taking along all relevant paperwork.

Parents are requested for their permission on admission, for the setting to seek any emergency medical advice or treatment for their child

The setting will act on any advice given by the Health Protection Agency and inform Ofsted about any serious illness contracted by a child whilst in the care of the setting.

The setting will inform Ofsted and the LADO about any serious illness, accident or injury involving a child whilst in the care of the setting as soon as possible but at latest within 14 days of the incident occurring.

Serious accident or illness procedure

During any serious accident or illness staff must wear protective clothing (disposable aprons and gloves) at all times.

1. The nominated first aider and Head of Nursery will assess the situation and decide whether the child needs to go to hospital by ambulance or whether the child can wait for the parent to come.

a) If the child needs to go straight to hospital:

A senior member of staff will call the ambulance alongside the parent to make arrangements to either meet at the hospital or for them to come to nursery dependent on their location.

The Head of Nursery and key person will go with the child to the hospital, taking with them copies of any relevant paperwork: permission forms, care plans, known allergies, medication forms.

b) If the child can wait for the parent to come:

A senior staff member will contact the child's parent and calmly inform them of the situation requesting them to come to nursery as soon as possible.

The key person will stay with the child to monitor them and make sure they are comfortable

Staff will explain to the parent when they arrive what has happened and/or the symptoms being shown. It will then be for the parent to seek medical advice. Parents will be requested to sign any documentation completed.

Minor Accidents and Providing First Aid

At some point, it is expected that a child in our care may have an accident. How we manage the accident will make all the difference.

When a child has an accident at Atelier nursery, the priority is to make sure the child receives the appropriate care including first aid and that the cause of the accident is reviewed. With actions taken to minimise the risk of the accident re-occurring.

Of course children are children and there will be some accident that are simply that an accident!

The nursery has several first aid boxes all of which contain appropriate equipment to meet the first aid needs of the children, staff and visitors at Atelier Nursery. It is the responsibility for the named first aid officer to ensure the contents of the first aid boxes are complete and in date.

At Atelier we strive for the majority of staff to be hold a full paediatric first aid certificate, and for all staff to have an annual first aid refresher. We have a nominated first aider on site at all times.

The **nominated first aider** is **BETH ATTWELL**. Beth will support all staff in applying first aid and should be made aware of any significant accident as it occurs.

First aid boxes are stored in the children's bathroom, the nursery office and in the outings bag.

Cold compress packs are stored in the nursery fridge.

Minor Accidents and Accident Reporting Procedure

If you witness a child's accident it is your responsibility to ensure the child receives the appropriate care, and that the accident is document and parents informed of the situation.

When an accident occurs, immediately access the situation. You should consider:

- Does the child require first aid

- Is there a risk to yourself or others
- Does a resource need to be removed to prevent further incidents
- Do you need assistance

Children should be calmly taken to the bathroom where first aid can be administered

The child's key person should be requested to join you to offer emotional support to the child

Determine who will continue to administer first aid, and request Beth to support you if required.

Once first aid has been administered and the child resettled to play the accident must be reported to Beth **and** the senior staff member on duty.

ALL accidents must be recorded in the accident book.

- Accident books are kept in the hallway, please return the book here on completion of a form.
- Accident forms should be completed by the witness of the accident and the first aider dealing with the accident.
- The priority of the key person is to comfort the child and liaise with the child's parent regarding the accident, where suitable and possible the key person should administer first aid.
- All accident forms should be completed in black pen and capital letter as fully as possible.
- All accident forms must be countersigned by a senior member of staff.
- All head bumps or accidents that may cause alarm to the parent should be reported by telephone as soon as possible.
- Any accident where it is considered a child may require medical treatment, must be dealt with by a senior member of staff and the nominated first aider.

ACCIDENTS MUST BE REPORTED TO PARENTS/CAREERS ON THE SAME DAY THE ACCIDENT OCCURS.

Children with Temperatures

If a child appears unwell it will be expected that you have taken a child's temperature. The thermometer is stored in the medicine cupboard in the nursery office. Where a child's temperature is raised above 37 degrees, care should be taken to reduce the risk to and discomfort of the child.

- Remove the child's outer layers of clothing
- Offer them a drink of water
- Suggest the child lie down on a rest mat in a cool and well ventilated room

When a child has a temperature or displays signs of illness it may be necessary to contact the parent and ask them to collect their child from our care. This decision **MUST** be made with a senior member of staff.

Administration of Medication

If a child requires medication at nursery, written permission to administer any drug **MUST** be requested from the parent in advance. Medication forms for each child are stored in the green medicines folder in the nursery office.

It is the key persons responsibility to sign medicines in to the nursery.

MEDICINES MUST BE SAFELY STORED AT ALL TIMES. THERE IS A LOCKED MEDICINE CUPBOARD IN THE NURSERY OFFICE

The key person will administer a child's medication at the time and dose stipulated on the medication form.

Medicines must be double checked before administration and signed off by the appropriate staff.

Parents are requested to sign acknowledgment of the administration on collection of their child.