

Sickness Allergies and Medication Policy

At Into The Woods we aim to promote the good health of the children in our care and take steps to prevent the spread of infection, and take appropriate action when a child becomes ill. We want to ensure that whilst in our care, any child with medical needs receives the support and proper care needed. In deciding on the best course of action we have to consider all the children and adults in our care, as well as the child/adult who is unwell.

Sickness

- In order for a child to enjoy their time at Into The Woods outdoor nursery and be able to actively participate, learn and play, they must be feeling well enough.
- Parents must decide before bringing their child to a session if the child is feeling well enough. If the child is not, they should not attend the nursery.
- When a child becomes unwell during a session staff will try to contact a parent/carer to discuss the situation and decide on what course of action to take.
- If a child vomits or has serious or repeated diarrhoea during a session or day, staff will contact a parent/carer to ask that they collect the child.
- Children may not attend for 48 hours after their last episode of vomiting or diarrhoea.
- In a medical emergency, staff will contact the emergency services before contacting a parent/carer.
- We will obtain parental consent for emergency medical treatment for their child.
- No child should attend if they have a high temperature, vomiting, diarrhoea, an infectious disease, a parasitic infection, or an undiagnosed skin rash.
- In such cases parents should inform the nursery, including the nature of the illness, and keep the child at home.
- Children with head lice or threadworm may attend, but must be treated to remedy the condition.
- Parents will be notified if there is a case of an infectious disease (including parasitic infections) at the nursery.
- Parents may be asked to keep their child off sick for a specified period by the nursery manager, following any infection or incident of sickness.
- In setting an exclusion period, the nursery will follow guidelines set out by the Public Health England in the document *Guidance on infection control in schools and other childcare settings*.
- Children or families are not excluded because of HIV.
- Good hygiene practice concerning the clearing of any spilled bodily fluids is carried out at all times.
- Cuts or open sores, whether on adults or children will be covered with a sticky plaster or other suitable dressing.
- Staff who are unwell do not attend the setting and only return to work when they are well enough to do so.

Allergies

- Parents provide information on individual children's allergies through the enrolment form when they first join the nursery. This includes details of the allergy, any dietary requirements and what to do if the child has an allergic reaction.
- This information is shared with all staff and a written record is kept in the health summary in all first aid

bags (which are carried at all times) and on the daily attendance register. This means that staff on any given day are aware of the allergies of the children in their group and can take any action required to reduce the risk of an allergic reaction.

- If any allergy medication needs to be carried, eg Piriton or epi-pens, then parents provide written permission in advance to administer this in an emergency, signed by a doctor or pharmacist.
- Information on individual children's allergies is discussed at regular staff meetings.
- Parents are reminded on a weekly basis to update the nursery with any new information regarding their child's medical condition, including allergies.
- The nursery has a policy of no nuts in any food given to the children. Packed lunches and lunchtime hot meals are sometimes provided by a café (eg the Pavilion Cafe in Highgate Wood or Woodman Pub in Highgate), and any such suppliers also adhere to this requirement.
- The nursery maintains a list of which children with allergies are eating for each day of the week. This is on display in the lunch area. Also, at the start of each day the nursery staff inform any lunch meal supplier of any special dietary requirements for the day.

Medication

In general, staff will only administer medication to children under the following circumstances:

- With a written request by the parents/carers;
- if the medication has been prescribed by a doctor, pharmacist, nurse or dentist;
- If the medication contains aspirin, it should be prescribed by a doctor.

Staff will follow the procedure below, using administration instructions included with the medicine.

Procedure

- All medicines are kept in the first aid bag which is kept out of reach of children at all times.
- Written consents and details of how to administer medicines are kept in the first aid bag, another laminated copy is kept in the registers folder, and a third copy is held by the child's key person.
- One member of staff will administer the medicine as per the instructions given by the parent and another member of staff must be present to witness the medicine being given.
- The time and dose administered is noted on the register, signed by the staff administering and witnessing, and this is then reported to parents.
- In the case of requests from the staff to parents to administer medicines, parents will be asked to sign the register to confirm their consent.

Policy review

Last reviewed: November 2020

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