**Cornerstone Nurseries**
**Illness, Medication and Sickness Policy - Children**

At some time during the year, every child is likely to become ill. This policy will help you understand how to deal with illness when your child is a member of our nursery.

We will undertake precautions and procedures to minimise any cross infection that may occur between babies, children and staff. The nursery is not equipped to care for sick children and therefore we ask parents and staff to adhere to the following instructions.

We strongly suggest that you consider plans for the care of your child ahead of time, before it is needed. Our goal is to prevent the spread of illness to healthy children. Every parent is dependent on the co-operation and good health policies of all the families at the nursery and preschool.

We understand that taking time off work to care for children can often cause difficulty for working parents, however we have procedures to follow and parents are asked to cooperate fully with our illness procedures and our professional judgment.

**You are asked not to bring your child to Nursery if there is evidence of:-**

- **Diarrhea and/or vomiting** - Children may return to nursery (providing well enough) 48 hours after the last bout and not before. When sending a child home due to diarrhea, this will be determined on the staff's professional judgment and how the child is in themselves. It will also be decided on whether the child is a baby and teething or if they are older and unwell. Some medications administered may have a side effect which causes diarrhea. Unfortunately we cannot be sure if side effects are the cause of any diarrhea and therefore these children are still excluded to ensure the safety of other children and staff attending and because the nursery is not equipped to care for children with diarrhea.
- **They have been prescribed antibiotics** - children are able to re-attend (provided they are well enough) after they have been taking the medication for a period of at least 24 hrs. Parents must not delay the start of antibiotic treatment in order to keep their child at nursery, if they have been prescribed the medication then the child is obviously in need of the treatment and should start it straight away, this prevents cross-infection to other children in the setting. A medication form will need to be completed by the parent.
- **Conjunctivitis/ pink eye** – children can return to the setting once commencing antibiotic eye treatment although not if the child is particularly sore/uncomfortable.
- **A high temperature** - children are not to return to nursery for 24 hours after having a high temperature of 38 degrees or above. Some small margin for judgment may be possible where children have had recent vaccinations or for teething babies.
- **They have had any infant paracetamol (calpol) or ibuprofen (nurofen)** within the last 24 hours.
- **Head lice** - If a child is found to have head lice then parents will be called to let them know in case they need to obtain treatment on their way to collect their child. We ask parents to please treat their children's hair before returning to nursery.
- **They seem generally unwell** and if they need to take infant paracetamol or

ibuprofen as a result.

- **Any childhood infectious disease** (check with the establishment as incubation times and symptoms vary with each one).
- **Concussion** - signs of concussion are headache, dizziness, nausea, loss of balance, confusion, feeling dazed, disturbance of vision, difficulties, loss of consciousness, vomiting, slurred speech, vacant stare and glassy eyes, changes in behaviour and inappropriate emotional responses. Children who are showing signs of concussion after a head injury need to be seen by a doctor or hospital and stay away from nursery for 24 hours from when symptoms have stopped.
- **If your child is not well enough to go outdoors** then your child should be kept at home and must not attend until they have recovered.
- **Broken bone or fracture**, we ask all parents to keep them off from nursery for approximately one week (at the manager's discretion this could change) due to the pain and discomfort they would be experiencing and the need for taking regular painkiller medication such as infant paracetamol. Before their return to nursery a risk assessment would need to be undertaken.
- **Hand, Foot and Mouth,** Children will need to be checked by a doctor or pharmacist if symptoms appear. Please refrain from attending for at least 24 hours or until the child appears well enough to do so.
- **Severe nappy rash**, where a baby/child has what we deem to be a severe nappy rash, which is open, blistered or leaking fluid, yellowing etc. Nappy free time is usually required and this is not something we are able to adhere to at nursery. In these cases, any creams prescribed by a GP need to be given for at least 24 hours at home to clear the chances of infections and make the child more comfortable before returning to the setting.

Any medication prescribed for once or twice a day should be only given at home; any medication prescribed for three times a day will be given a maximum one time a day at nursery; any medication prescribed for four times a day will be given a maximum two times a day at nursery. The only exception to this would be inhalers that may need to be given throughout the day, and this would be decided on an individual basis.

If a child is prescribed medication which requires additional training we will seek all training for the staff to ensure they are qualified to administer the medication, for example; an epipen. Until the staff have completed the training the child/ren concerned may not be able to start/return to nursery for their own wellbeing.

All children with a medical condition or requirement will have a care plan completed with information from the parent and hospital doctors if appropriate, which then gets looked over by our lead professional who will add information if needed. This will be reviewed annually unless anything changes in the meantime.

On collecting your child you will be asked to sign that you understand that the medicine has been administered to your child.

**We would not administer any medication which has a restriction** on e.g. cough medicine, decongestants, some nappy creams, piriton, teething gels etc, unless it has been prescribed. The only exception to this is herbal teething granules which would help a baby if they are in pain with their teething.

If a child requires medication in the formula milk, such as Gaviscon powder, parents must pass over the medication information to the nursery and complete a medication form.

If your child has had any surgical procedure that requires them being given general anesthetic please keep them at home under close supervision for 24 hours.

If your child has been admitted into hospital, this includes the day assessment clinic, your child will be unable to attend the nursery for at least 24 hours after being discharged. Management reserves the right to exclude a child from the setting if the child has had any medical treatment/illness which they then deem a high risk to the child or others such as but not limited to eye drops which cause pupil dilation or burst eardrums which leak out.

**Asthma and inhalers**

Any child prescribed with a reliever inhaler for ongoing use is required to provide the nursery with a spacer and the inhaler medication to be kept at the nursery at all times in an inhaler bag in the child's room. In the case of one off use (for example prescribed for a week only) the child may bring in the inhaler daily. Any child that has been prescribed an inhaler but has not brought it along with them will be sent home until they can return with their inhaler. Inhalers are never shared between children, even siblings.

All inhalers must be sent to nursery with their original medication label on (this is usually on the box) and all boxes and inhalers will be checked to see whether the lot numbers and expiry dates match. All parts of the medication (medication box, inhaler and spacer) must be clearly labeled with the child's name and placed in a labeled bag for storage in the child's room This is to ensure that it is easy to locate each child's medication when necessary. We follow advice from Asthma UK and have set the following Inhaler Procedure:

1. Remove caps from inhaler and spacer.
2. Shake the inhaler and insert into the back of the spacer.
3. If using a mask, place a mask or spacer over the mouth and nose of the child, ensuring a good seal.
4. Encourage the child to breathe in and out slowly and gently.
5. Once the breathing pattern is established, press canister and keep it in the same position.
6. Encourage the child to continue breathing in and out slowly for 10 breaths/30 seconds.
7. Wait for 30 seconds before giving another dose.
8. To give another dose, repeat the whole process again.

If a child has been in hospital for asthma or related breathing difficulties they will usually be given an asthma plan to follow for the times when inhalers need to be administered. It is vitally important that when the child returns to nursery if they are still following this plan that a copy of it is brought into the nursery for us to follow.

Any child who is prescribed with a preventer inhaler (usually brown) should receive that medication at home rather than at nursery, unless there is a medical reason (confirmed by a doctor) for taking the preventer inhaler during the nursery day.

**Administering medication at nursery**

Your child will be administered the correct dose by a senior member of staff. In a room leader's absence a qualified member of staff will administer the medication which will be witnessed by another member of staff. They will both sign and record the time accurately. If your child has been prescribed a moisturiser cream for their skin then this can be applied by any qualified staff member.

All medication must be administered in the way prescribed by a doctor and in the way the patient leaflet describes. We will seek to gain clarity if this has not been given to the nursery from the child's GP, and will wait until we receive this information before administering any medication. We will not give medicine in food unless confirmed by a doctor in writing. When administering medication staff members will follow this procedure;

1. When the child is dropped off at nursery the parent will fill in the medication form and this will be double checked by the room leader to ensure that all information has been collected.
2. Medication (except for epi pens,inhalers and other emergency medication such as antihistamine/allergy relief) will either be stored in the office medicine cupboard or the fridge depending on its storage requirements.
3. Staff will make a note of the time the medicine is due to be given and this is recorded.
4. When the child is due the medication a staff member will collect the medicine and medication form. Medicine must not be given without the medication form.
5. The medication will be given by a senior staff member and witnessed by a qualified staff member. Both staff members must confirm that the medication is for the correct child and that the dosage given is correct before administering.
6. This must then be recorded on the medication form along with the names of staff who administered the medication, and the medicine returned to its storage place.
7. In the case of administering inhalers the Inhaler Procedure must be followed and if in place the Asthma Plan must be at the nursery.

**Children who become ill during the course of the day**

In the event of a child becoming ill during their session staff will:

- Contact the parent in the event of a child becoming unwell during the day or having any of the signs and symptoms listed above.
- Take a child's temperature if they think it may be raised and record this at regular intervals.
- Remove layers of clothing if required.
- Summon medical help if required.
- Maintain high standards of personal hygiene at all times.
- Contact the parent if a child is particularly distressed and upset and not their normal self.

**Calpol (infant paracetamol)**

All children who attend the nursery have a signed Calpol waiver and authorisation form. This permission is if a child develops a temperature above 38 degrees Celsius whilst at nursery and the parents are over 30 minutes away or the child's temperature already exceeds 38.5 degrees, then the nursery would administer the correct dosage for the age of the child with a temperature preventing the child having a febrile convulsion. The child would then need to be collected from the nursery as soon as possible and kept off the nursery for a minimum of 24 hours. This will be discussed at your child's first visit.

**Health and Safety**

Some accidents e.g. a serious accident resulting in broken bones (excluding fingers and toes) or where a person is taken straight to hospital for treatment or require over 7 days absence for recovery, must be reported to the local office of the Health and Safety Executive by completing a RIDDOR online. These incidences are also reported to Ofsted. ·

**Documents for reference**

https://www.nhs.uk/conditions/fever-in-children/

**Abuse of nursery employees will not be tolerated.**

**We have a right to refuse admission to children we believe or suspect are unwell. Parents who are rude to staff, repeatedly argue or refuse to collect ill children/adhere to the procedures set to keep all children safe will be given a warning in the first instance and then if this occurs a second time, will be given notice to leave.**

Amended 06/11/24 CJS. Review annually