

# *Mad Hatters*

## **Sick Child Policy**

If a child becomes ill during the Nursery day, they should be made as comfortable as possible and their parents notified. It is desirable that such children are collected as soon as possible. Head wounds and bumps should always be reported to the Nursery Manager/Deputy and to the children's parents, they should always be accounted for on an accident form which is to be signed by the member of staff and parent. For full procedures regarding accidents, further information can be found in the 'Accident Policy' or main 'Health and Safety Policy'

A child whose illness requires that the child be sent home from the nursery should be given appropriate attention to his/her needs so long as this attention does not compromise the care of other children in the nursery, until the child parent or guardian arrives to take the child home.

### **Child Health Assessment**

Every day, upon entry or as soon as possible after entry and during continual observation of the child at play, a health assessment of each child should be observed by the staff member. The assessment shall include:

- 1) Changes in behaviour or appearance from those observed during the previous day's attendance.
- 2) Skin rashes, itchy skin or itchy scalp.
- 3) Increase in body temperature.
- 4) A change in the child's behaviour or appearance.
- 5) Complaints of pain or of not feeling well.

Information to complete the assessment may be obtained by direct observation of the child, by speaking to the parent or guardian and/or by conversation with the child.

Any reasons for concern should be reported to the Nursery Manager, who in turn can speak to the necessary parent/carer.

If a child has sickness and/or diarrhoea we would usually exclude after 3 episodes of either one or both. We understand that being sick, and a loose stool can mean many things (i.e. teething, allergies) however, to ensure we do not spread any infections we would normally exclude after 3 episodes unless unaccompanied by other symptoms such as high temperature, generally not well.

### **Contagious Diseases**

If a child becomes ill at nursery and is known to be contagious then they should be excluded from the other children in accordance with "Health Protection in schools and other childcare facilities" issued by Public Health England. The correct exclusion period must be adhered to, to prevent cross infection.

Some diseases must be notified to RIDDOR, a full list of these diseases may be obtained from the main Health and Safety Policy kept in the Office. The Health Protection Unit (HPU) must also be notified.  
Mad Hatters Day Nursery Limited  
Reviewed Nov- 17

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informed in some cases, a list may be found in the “Guidance on Infection Control in Schools and other Child Care Settings” from the HPU, kept in the office.

Birmingham and Solihull Health Protection Unit may be contacted by the following methods.

Writing; 5 St Philip’s Place,  
Birmingham,  
B3 2PW

Tel: 0844 225 3560 Option 1 then Option 1

### **Out of hours advice**

For health professionals: To contact a public health professional in an emergency out of hours; in the evenings, at weekends or during bank holidays, please phone 01384 679 031.

RIDDOR may be contacted by the following methods.

Writing; Incident Contact Centre,  
Caerphilly Business Park,  
Caerphilly,  
CF83 3 GG.

Online; <http://www.hse.gov.uk/riddor/online.htm>

Email; [riddor@natbrit.com](mailto:riddor@natbrit.com)

Information regarding the reporting RIDDOR and necessary forms can be found in the main Health and Safety Policy kept in the Office.

Please find attached the exclusion period for various illnesses/diseases in accordance with the Public Health England. We do ask if your child has a temperature above the “normal” 37.5°C, that they do not attend nursery as this is considered a fever, and a child be kept at home for a period of 24 hours since the fever has gone down before attending nursery.

Please note that absences are charged at full fees as staff:child ratios are always worked out in advance to ensure these are maintained.