

# Illness and Notifiable Diseases Policy

At Wood Wharf Kindergarten we promote the good health of the children in the school and take all steps possible to prevent the spread of infection and will take appropriate action as outlined below when a child is ill.

If you believe your child is unwell, please keep them at home to recover from their illness and to prevent the spread of infection.

Please update the Family app logging your child's absence and recording the reason why they are absent so that we are able to inform the other families of any infections that are present in the nursery.

To ensure all members of staff are aware of the signs and symptoms of when a child might be ill or have injured themselves all practitioners and the nursery manager have current Paediatric First Aid certificates that are approved by the borough of Tower Hamlets and completed over a minimum of 12 hours, these are renewed every 3 years, to ensure everyone has a refreshed knowledge of first aid procedures and are aware of any changes to first aid that could have been implemented.

If a child is showing signs and symptoms of illness, a member of staff will initially check the child's temperature. If the temperature is 38 degrees or higher then the parents will be called and asked: Has your child been ill at home? Any changes to behaviour at home? Any concerns? We may offer to administer one dose of Calpol as an attempt to reduce the temperature but you will be asked to collect your child immediately and care for them at home.

**If your child has had a temperature, it is our policy for you to keep the child at home for 24 hours, this is a precaution in case there is an additional illness/sickness coming from the raised temperature.**

In the event of a member of staff thinking a child might have an infectious disease, for example: Chicken Pox, measles, mumps, rubella, hepatitis or meningitis etc they will follow the signs and symptoms from the first aid book in the office and take appropriate action. If it is suspected a child has one of the above, the parents will be called and the child, as far as reasonably possible, will be isolated from the other children to prevent the risk of cross infection and the disease spreading further.

In terms of when a child can return to nursery following an infectious disease, we will follow the Health Agencies guidance for individual illnesses.

Any suspicious rashes will need a medical note confirming the nature of the rash, notes from online appointments are not accepted due to limited visual examination from online appointments. Due to the vulnerability of children and the risks associated with illness in young children a full examination is required to protect the child and their peers from the spread of infection.

Once an infectious disease has been confirmed a message will be sent out to inform parent/carers of the infectious disease using the Family app.

If we are aware a child is suffering from a notifiable disease (See below for a list of notifiable diseases) then we must inform OFSTED and make them aware of the actions we have taken to prevent spreading of the disease and we will act on any advice given from the Health Protection Agency, who will also be informed on the confirmation of a diagnosis.

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**In the event a child has 1 episode of diarrhoea and/or vomiting whilst at nursery, the parent/carer will be informed and the child will need to be sent home, as this could be the start of an infection. If the child is sent home with diarrhoea and/or vomiting they cannot come back to nursery for 2 days after their last episode. This is explained to the parents on the phone call and again when they collect their child.**

If the child has had diarrhoea and/or vomiting whilst at home they must stay at home for 2 days after their last episode, to ensure they are no longer contagious and recovered from the illness they may have had.

We will make all efforts to contact you by phone to inform you that your child is unwell and needs to be collected from nursery, we appreciate that you may be at work and understand that it may take you up to an hour to get to us if you need to travel across the city, however if your child is not collected within a reasonable time additional charges will apply, this is to acknowledge that your child will need 1;1 supervision whilst they are unwell and will not be able to play alongside their peers, we are not able to care for sick children and politely request your support to collect them without delay.

If we cannot reach you on the phone we will call the people on your emergency contact list and ask them to collect your child in your absence.

Staff must always follow hygiene procedures when dealing with ill children and bodily fluids, gloves and aprons must be worn and disposed of in the clinical waste bin immediately.

In the unlikely event we are unable to contact the child's parent/carers, or their emergency contacts, then the nursery manager will assume responsibility. When a child first starts at the nursery parents are required to sign a permission form for emergency treatment to be given to their child in their absence, this allows us to accompany the child to hospital if needed. In this event the child's key person will go to hospital with the child, taking all relevant paperwork: Contact details, health requirements and all information on the child. If in the event the member of staff does not feel confident to go with the child the nursery manager will accompany the child to hospital. The parents will be informed of where the child is taken and when arrived at hospital where they are. The nursery manager must attend the hospital once the setting has closed for the day to ensure the child is recovering sufficiently.

At Wood Wharf Kindergarten we have numerous First Aid boxes located in each room as well as the office, Kitchen and garden:

These are checked on a monthly basis and replenished as needed.

The following table shows the exclusion periods for the most common illnesses:

| Wood Wharf Kindergarten Illness Exclusion Periods |                                                                              |                                |
|---------------------------------------------------|------------------------------------------------------------------------------|--------------------------------|
| Illness                                           | Exclusion Period                                                             | Notes                          |
| High Temperature above 38oC                       | 1 full day off to return to nursery when the child has a normal temperature. | Will be sent home              |
| Diarrhoea and/or vomiting                         | 2 full days off after last Episode.                                          | Will be sent home immediately. |
| Chicken Pox                                       | Until all the spots have scabbed over                                        | Minimum of 5 days              |

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|                        |                                          |                                                                                     |
|------------------------|------------------------------------------|-------------------------------------------------------------------------------------|
| Conjunctivitis         | NO EXCLUSION                             | Must get treatment and could be sent home if the eyes are gunky and unable to open. |
| German Measles         | Six days from the onset of the rash      | -                                                                                   |
| Impetigo               | 2 full days after medication has started | -                                                                                   |
| Measles                | 4 Days after the onset of the rash       | -                                                                                   |
| Scabies                | 24 Hours after the first treatment       | -                                                                                   |
| Scarlet Fever          | 24 Hours after medication has started    | -                                                                                   |
| Flu                    | Until well                               | -                                                                                   |
| TB (Tuberculosis)      | Consult Local HPU                        | 0845 8942944                                                                        |
| Whooping Cough         | Five days after medication has started   | -                                                                                   |
| Diphtheria             | Consult Local HPU                        | 0845 894 2944                                                                       |
| Hepatitis A            | 7 days after onset of jaundice           | -                                                                                   |
| Meningitis             | Until well                               | -                                                                                   |
| Mumps                  | 5 days after the swelling started        | -                                                                                   |
| Prescribed Antibiotics | 24 Hours after the start of the course   | -                                                                                   |

**Hand foot and mouth Disease** is not a notifiable illness and there is not a set exclusion period, however the following guidance should be followed:

When can children return to nursery?

- When they are feeling well in themselves.
- When they no longer have a fever.
- When they are eating and drinking normally.
- When they are not drooling excessively with painful mouth ulcers.

Blisters and mouth ulcers:

Children do not need to stay at home until all blisters have fully healed. Blisters may take 7-10 days to clear, but they are less of a transmission risk once they have dried over. Open

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mouth ulcers and blisters may increase the risk of spreading the virus and should be considered when deciding on return.

Contagious period:

- Children are most contagious in the first 5 days of illness, particularly while they have a fever, sore throat, or mouth ulcers.
- The virus can still be present in saliva and stool for several weeks, but the risk of spreading is much lower as symptoms settle.
- Good hygiene, especially regular handwashing, not sharing utensils and toys, helps limit further transmission.

## **Meningitis procedure**

If a parent informs the nursery that their child has meningitis, the nursery manager will contact the Infection Control (IC) Nurse for their area. The IC Nurse will give guidance and support in each individual case. If parents do not inform the nursery, we will be contacted directly by the IC Nurse and the appropriate support will be given. We will follow all guidance given and notify any of the appropriate authorities including Ofsted if necessary.

## **Transporting children to hospital procedure**

The nursery manager/staff member must:

- Call for an ambulance immediately if the sickness is severe. DO NOT attempt to transport the sick child in your own vehicle
- Whilst waiting for the ambulance, contact the parent(s) and arrange to meet them at the hospital
- Redeploy staff if necessary to ensure there is adequate staff deployment to care for the remaining children. This may mean temporarily grouping the children together 4 Wood Wharf Kindergarten Policies and Procedures Illness and Notifiable Diseases Policy
- Arrange for the most appropriate member of staff to accompany the child taking with them any relevant information such as registration forms, relevant medication sheets, medication and the child's comforter
- Inform a member of the management team immediately
- Remain calm at all times. Children who witness an incident may well be affected by it and may need lots of cuddles and reassurance. Staff may also require additional support following the accident.

## **Notifiable Diseases**

**The below list outlines which diseases are classified as 'Notifiable' to the Health Protection Agency and OFSTED.**

**Health Protection Agency: 0345 894 2944**

**OFSTED: 0300 123 1231**

- Acute encephalitis
- Acute infectious hepatitis

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- Acute meningitis
- Acute poliomyelitis
- Anthrax
- Botulism
- Brucellosis
- Cholera
- Diphtheria
- Enteric fever (typhoid or paratyphoid fever)
- Food poisoning
- Haemolytic uraemic syndrome (HUS)
- Infectious bloody diarrhoea
- Invasive group A streptococcal disease
- Legionnaires' disease
- Leprosy
- Malaria
- Measles
- Meningococcal septicaemia
- Monkeypox
- Mumps
- Plague
- Rabies
- Rubella
- Severe Acute Respiratory Syndrome (SARS)
- Scarlet fever
- Smallpox
- Tetanus
- Tuberculosis
- Typhus
- Viral haemorrhagic fever (VHF)
- Whooping cough
- Yellow fever Infection control:

## Infection control

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At Wood Wharf Kindergarten, we promote the good health of all children through maintaining high hygiene standards and reducing the chances of infection being spread.

Viruses and infections can easily be passed from person to person by breathing in air containing the virus which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with viruses.

We follow the guidance below to prevent a virus or infection from moving around the nursery.

Our staff:

- Encourage all children to use tissues when coughing and sneezing to catch germs
- Ensure all tissues are disposed of in a hygienic way and all children and staff wash their hands once the tissue is disposed of
- Develop children's understanding of the above and the need for good hygiene procedures in helping them to stay healthy
- Wear the appropriate Personal Protective Equipment (PPE) when changing nappies, toileting children and dealing with any other bodily fluids. Staff are requested to dispose of these in the appropriate manner and wash hands immediately
- Clean and sterilise all potties and changing mats before and after each use
- Clean toilets at least daily and check them throughout the day
- Remind children to wash their hands before eating, after visiting the toilet, playing outside or being in contact with any animal and explain the reasons for this
- Clean all toys, equipment and resources on a regular basis by following a comprehensive cleaning rota and using antibacterial cleanser or through washing in the washing machine
- Wash or clean all equipment used by babies and toddlers as and when needed including when the children have placed it in their mouth
- Store dummies in individual hygienic dummy boxes labelled with the child's name to prevent cross-contamination with other children
- Provide labelled individual bedding for children that is not used by any other child and wash this at least once a week
- Follow the sickness and illness policy when children are ill to prevent the spread of any infection in the nursery. Staff are also requested to stay at home if they are contagious.

In addition:

- The nursery manager retains the right of refusal of all children, parents, staff and visitors who are deemed contagious and may impact on the welfare of the rest of the nursery
- Parents will be made aware of the need for these procedures in order for them to follow these guidelines whilst in the nursery.
- The nursery will ensure stocks of tissues, hand washing equipment, cleaning materials and sterilising fluid are maintained at all times and increased during the winter months or when flu and cold germs are circulating.

This policy was adopted on Signed on behalf of the nursery

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| <b>This policy was adopted on</b> | <b>Signed on behalf of the nursery</b> | <b>Date for review</b>  |
|-----------------------------------|----------------------------------------|-------------------------|
| <i>07/09/2022</i>                 | <i>Heleanna Phair</i>                  | <i>1 September 2023</i> |
| <i>Reviewed 04/06/2025</i>        | <i>Heleanna Phair</i>                  | <i>04/06/2026</i>       |
| <i>reviewed 21/11/2025</i>        | <i>Heleanna Phair</i>                  | <i>21/11/2026</i>       |