



## Promoting health and hygiene

## Managing children with allergies, or who are sick or infectious

(Including reporting notifiable diseases)

### Policy statement

We provide care for healthy children and promote health through identifying allergies and preventing contact with the allergenic substance and through preventing cross infection of viruses and bacterial infections.

### Procedures for children with allergies

- **Before** a child starts at Padbury Pre-school, parents/carers are asked to record if their child has any known allergies or food intolerance. This information is recorded on the registration form.
- When parents start their children at the setting they are asked if their child suffers from any known allergies. This is recorded / updated on the registration form.
- **On going discussions must take place with parents/carers and where appropriate health professionals so up to date knowledge for managing any known allergies and food intolerances is known. This information must be kept up to date on a child's registration form and shared with all staff.**
- If a child has an allergy, a risk assessment form is completed to detail the following:
- The allergen (i.e. the substance, material or living creature the child is allergic to such as nuts, eggs, bee stings, cats etc).
- The nature of the allergic reactions e.g. anaphylactic shock reaction, including rash, reddening of skin, swelling, breathing problems etc.
- What to do in case of allergic reactions, any medication used and how it is to be used (e.g. EpiPen).
- **All staff at Padbury Pre-school must be aware of the symptoms and treatments for allergies and anaphylaxis and the difference between allergies and food intolerances.**
- Control measures – such as how the child can be prevented from contact with the allergen.
- Review.

Where fun becomes learning!

- This form is kept in the child's personal file and the child's name and allergy is added to the chart where all staff can see it.
- Padbury Pre-school is a nut free setting and doesn't allow any type of nut or nut product on the premises.
- Parents are made aware so that no nut or nut products are accidentally brought in, for example to a party.

#### *Insurance requirements for children with allergies and disabilities*

- The insurance will automatically include children with any disability or allergy but certain procedures must be strictly adhered to as set out below. For children suffering life threatening conditions, or requiring invasive treatments; written confirmation from your insurance provider must be obtained to extend the insurance.

**At all times the administration of medication must be compliant with the Welfare Requirements of the Early Years Foundation Stage and follow procedures based on advice given in *Managing Medicines in Schools and Early Years Settings* (DfES 2005)**

#### *Oral Medication*

- Oral medications for example: asthma inhalers must be prescribed by a GP and have manufacturer's instructions clearly written on them.
- The pre-school must be provided with clear written instructions on how to administer such medication.
- All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.
- The pre-school must have the parents or guardians prior written consent. This consent must be kept on file. It is not necessary to forward copy documents to your insurance provider.
- Life saving medication & invasive treatments - adrenaline injections (Epipens) for anaphylactic shock reactions (caused by allergies to nuts, eggs etc) or invasive treatments such as rectal administration of Diazepam (for epilepsy).
- The pre-school must have:
  - a letter from the child's GP/consultant stating the child's condition and what medication if any is to be administered;
  - written consent from the parent or guardian allowing staff to administer medication; and
  - proof of training in the administration of such medication by the child's GP, a district nurse, children's' nurse specialist or a community paediatric nurse.

*Key person for special needs children - children requiring help with tubes to help them with everyday living e.g. breathing apparatus, to take nourishment, colostomy bags etc.*

- Prior written consent from the child's parent or guardian to give treatment and/or medication prescribed by the child's GP.
- Key person to have the relevant medical training/experience, which may include those who have received appropriate instructions from parents or guardians, or who have qualifications.

#### *Procedure for children who are sick or infectious*

- If children appear unwell during the day – have a temperature, sickness, diarrhoea or pains, particularly in the head or stomach – the manager calls the parents and asks them to collect the child, or send a known carer to collect on their behalf.
- If a child has a temperature, they are kept as cool as possible. Temperature is taken using a forehead thermometer kept near to the first aid box.
- In extreme cases of emergency the child should be taken to the nearest hospital and the parent informed.
- Parents are asked to take their child to the doctor before returning them to the pre-school; the pre-school can refuse admittance to children who have a temperature, sickness and diarrhoea or a contagious infection or disease.
- Where children have been prescribed antibiotics, parents are asked to keep them at home for 48 hours before returning to the pre-school.
- After diarrhoea, parents are asked to keep children home for 48 hours at the earliest, or until a formed stool is passed.
- The setting has a list of excludable diseases and current exclusion times. The full list is obtainable from [www.patient.co.uk](http://www.patient.co.uk) and includes common childhood illnesses such as measles.

#### *Reporting of 'notifiable diseases'*

- If a child or adult is diagnosed suffering from a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988, the GP will report this to the Health Protection Agency.
- When the pre-school becomes aware, or is formally informed of the notifiable disease, the pre-school leader informs Ofsted and the management committee and then acts on any advice given by the Health Protection Agency.

#### *HIV/AIDS/Hepatitis procedure*

- HIV virus, like other viruses such as Hepatitis, (A, B and C) are spread through body fluids. Hygiene precautions for dealing with body fluids are the same for all children and adults.
- Single use vinyl gloves and aprons are worn when changing children's nappies, pants and clothing that are soiled with blood, urine, faeces or vomit.
- Protective rubber gloves are used for cleaning/sluicing clothing after changing.
- Soiled clothing is rinsed and bagged for parents to collect.
- Spills of blood, urine, faeces or vomit are cleared using mild disinfectant solution and mops; cloths used are disposed of with the clinical waste.
- Tables and other furniture, furnishings or toys affected by blood, urine, faeces or vomit are cleaned using a disinfectant.

### *Nits and head lice*

- Nits and head lice are not an excludable condition, although in exceptional cases a parent may be asked to keep the child away until the infestation has cleared.
- On identifying cases of head lice, the parent is informed.
- Reminder information would be put on a newsletter if there is a case in pre-school.
- **No** letters to be sent out to all pre-school children.

### **Further guidance**

- Managing Medicines in Schools and Early Years Settings (DfES 2005)  
<http://publications.teachernet.gov.uk/eOrderingDownload/1448-2005PDF-EN-02.pdf>

This policy has been in use at pre-school since 1<sup>st</sup> September 2025

This policy was adopted at a meeting of	Padbury Pre-school	name of setting
Held on	7 <sup>th</sup> October 2025	(date)
Date to be reviewed	October 2026	(date)
Signed on behalf of the committee	<i>C. A. McHenry</i>	
Name of signatory	Claire McHenry	
Role of signatory (e.g. chair/owner)	Pre-School Secretary	