

6.0 HEALTH

Policy Statement

The aim of this policy is to promote health, to eliminate possibilities for disease to develop or spread within the pre-school, and to ensure, as far as possible, a safe environment for the children and adults with allergies. The person responsible for insuring Health and Safety is Sarah Phillips and Kerri Ballard.

6.1 ADMINISTERING MEDICINES

As part of the admission process, parents/carers are asked to give details of immunisations, allergies and any other significant health or dietary information. Encouragement is given to parents to complete immunisation programs, development checks, etc. Information on any children with special health problems and the implications of these will be circulated to all staff and volunteers who will be interacting with the child.

Parents/carers of any child with long-term medical needs must provide sufficient information to the group.

- Staff will not administer drugs and medicines unless there are exceptional circumstances and the child's doctor or dentist, nurse or pharmacist prescribes the treatment. Written permission (Medication Form) is always obtained from the child's parents/carers in these circumstances. A written record of any drugs administered is kept and countersigned by a second member of staff. If a specific child requires the administration of a prescription medicine needing technical/medical knowledge, a qualified health professional will provide training to staff.
- Prescribed medicines will be kept in a locked non-portable container and access only given to those named. The only exception to this is where storage in a fridge is required. Medicines stored in the fridge must be kept in a marked plastic box. A record of such medicines will be kept.
- No child may self-administer e.g. asthma inhaler. The child must speak to their Key Worker and say what they need.
- Smoking is not permitted in any room or area used by the children.

This policy was adopted by: Teddy Bears Pre-School

On: 19th February 2015

Review date: November 2016

Signed on behalf of provider: Signed 10th December 2015

Name of signatory: Karen Ashcroft

Role of signatory: Chair

6.2 ILLNESSES, ACCIDENTS & INJURIES

- Teddy Bears Pre-school will notify OFSTED and the Local Child Protection Agency of any serious accident, injuries, illnesses or death of a child, whilst in their care and will act on any advice given.
- A First Aid box is kept. Advice on the content of the box can be obtained from West Berkshire council. The Manager (Sarah Phillips) and Deputy Manager (Kerri Ballard) are responsible for insuring that the box is kept fully equipped. All dressings to be kept in sterile condition.
- An Accident Folder is kept on the premises. This records the child or adult name, accident and time, details of any treatment given and must be signed by a staff member and parent.
- All members of staff have a current Paediatric First Aid Certificate.
- The PLA booklet “Accident Prevention and First Aid in pre-schools” or similar pamphlet to be kept in First Aid box for reference purposes in emergencies.
- Children are not to be taken to the Doctor or hospital without parent’s permission EXCEPT in emergencies (see emergency consent form).
- Diarrhoea and vomiting is a 48-hour exclusion from the last incident.
- If a child is taken ill during a session, the child is to be taken into another room by a CRB checked member of staff who will stay with that child until a parent /carer can come to collect him/her.
- Staff to be aware of the problems of head lice and threadworms. (Information on this and any other health matters can be obtained from the Health Visitor or GP.)
- OFSTED will be advised if two or more children in the group suffer from food poisoning.
- Children suffering from infectious illnesses should not attend Pre School, however please verify with your Doctor. Parents should be informed if a case of German measles occurs in the group. Parents will be advised via the notice board if there is a case of infections/illnesses they should be aware of.
- If a child is believed to be suffering from a notifiable disease, OFSTED & the Health Protection Agency will be informed and any advice acted on.

- Nits and head lice
 - Nits and head lice are not an excludable condition; although in exceptional cases we may ask a parent/carers to keep the child away until the infestation has cleared.
 - On identifying cases of head lice, we inform all parents/carers ask them to treat their child and all the family if they are found to have head lice.



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