



## Poorly Children Policy

### Introduction

Houghton and Wyton Pre-school is committed to maintaining a healthy environment for all children, staff, and families. We aim to prevent the spread of infection and to respond swiftly and appropriately when a child becomes unwell while in our care. This policy outlines our approach to illness management, in line with **EYFS 2023**, **UK Health Security Agency (UKHSA)** guidance, and best practice.

### Aim

To protect the health of all children and adults in the setting by identifying signs of illness promptly, reducing the spread of infection, and working in partnership with families.

### Objectives

We will:

- Monitor children's health and respond promptly to signs of illness
- Exclude children with contagious conditions in line with UKHSA guidelines
- Communicate clearly with parents about illness and exclusion periods
- Follow hygiene and infection control procedures to prevent the spread of illness

### Roles and Responsibilities

- **Manager/Deputy:** Ensures staff follow illness and exclusion procedures; communicates with families and external agencies
- **Staff:** Monitor children's well-being, record and report symptoms, and follow hygiene and PPE procedures
- **Parents/Carers:** Inform the setting of illness or symptoms and follow exclusion guidance

### Implementation Procedures

#### 1. Monitoring and Identifying Illness

- Staff monitor children throughout the day for signs of:
  - Fever (defined as a temperature **above 37.5°C**)
  - Vomiting, diarrhoea, pain, rashes, or lethargy
  - Unusual behaviour or signs of distress
- If a child becomes unwell, a staff member will:
  - Move the child to a quiet space with supervision
  - Take their temperature (if appropriate)
  - Inform the Manager and contact the child's parent/carer

#### 2. Exclusion and Return to Pre-school

- Children with vomiting and/or diarrhoea must remain home for **48 hours** after the last episode. Staff experiencing vomiting, diarrhoea, or contagious illness must also follow the 48-hour exclusion policy
- Parents are advised **not to give Calpol or similar before drop-off** to mask symptoms
- Children must be well enough to participate in the full day's activities on return
- Children with contagious conditions (e.g. chickenpox, hand-foot-and-mouth) must follow UKHSA/NHS exclusion guidance See also: Health Policy for our broader approach to illness prevention, hygiene, and well-being.
- Staff will notify families of confirmed contagious illnesses via Family (without naming individuals) Illness updates and return guidance may also be shared with families through Family.



### 3. Severe or Emergency Symptoms

- If a child has difficulty breathing, becomes unresponsive, or deteriorates quickly:
  - A qualified first aider remains with the child
  - The Manager contacts emergency services and the child's parent/carer
  - Emergency procedures and medical records are shared with paramedics

### 4. Outbreaks and Notifications

- If two or more children/staff are affected by the same illness within a short period of time - This meets the UKHSA definition of an outbreak and triggers additional infection control procedures.
  - The Manager will notify UKHSA and follow local public health advice
  - Deep cleaning and additional infection control procedures will be implemented

### 5. HIV, Hepatitis, and Other Blood-Borne Illnesses

- Children with HIV or hepatitis are not excluded unless unwell
- Universal hygiene procedures are followed for all children and adults:
  - Use of disposable gloves and aprons
  - Proper disposal of contaminated items
  - Immediate cleaning of bodily fluid spills
- Staff and children with open wounds must keep them covered

### 6. Head Lice and Non-Exclusion Conditions

- If head lice are identified:
  - Parents are informed confidentially and asked to treat before return
  - Whole-group notices may be sent if multiple cases arise (no names used)
- Children are **not excluded** for head lice or nits unless severe irritation or risk of spread exists

### 7. Confidentiality and Record Keeping

- Records of illness, symptoms, and parent communication are kept securely
- All personal information is managed in line with the **Data Protection Act 2018** and **UK GDPR**
- Reports to UKHSA or external agencies are anonymised where possible

### Monitoring and Review

This policy is reviewed annually by the Manager and Board of Trustees, or sooner if health guidance or practice changes significantly.

### Legislation and Guidance

- Statutory Framework for the EYFS (2023)
- UK Health Security Agency (UKHSA) Guidance: Infection Control in Schools and Childcare Settings
- Health and Safety at Work etc. Act 1974
- Data Protection Act 2018 and UK GDPR

### Acknowledgment

All staff, parents, and carers must read and understand this policy. By doing so, they help maintain a safe and healthy setting for all children.