



## Noah's Ark Nursery Schools

### Illness Policy and Procedures

#### Statement

In the interest of all who attend Noah's Ark Nursery School, we ask that children who are unwell should be kept at home. This includes symptoms such as stomach ache, head ache or being generally out of sorts. Young children's health can deteriorate rapidly, so a child who appears only mildly unwell but wants to come to Nursery must remain at home to reduce the risk of infection to other children and adults. We reserve the right to refuse admittance to any child we feel is not well enough to attend Noah's Ark or may pose a risk of infection to others. Parents should notify Noah's Ark if their child has an infectious illness such as chicken pox, measles etc.

Exclusion periods for these illnesses will be in accordance with local authority guidelines. Children should also be excluded for certain skin infections and we are required by law to report notifiable diseases to the relevant authorities. Details of exclusion periods are displayed on the notice board.

Children who have diarrhoea or have been vomiting should not return to Noah's Ark until **48 hours** after the last attack.

The nursery requires all parents to inform us if their child has been ill over the weekend or overnight before a session.

Whilst their child is attending Noah's Ark, parents must ensure that they, or another carer, can be contacted in case of emergency. Parents must notify the nursery of any change in the child's registration details relating to contact numbers or medical history.

#### **If a child becomes ill during the morning we will follow these procedures:**

- 1 Any member of staff who suspects a child is unwell or contagious will report this to the Head teacher.
- 2 Where possible, the child's teacher will take the child to a quiet area away from the main group and ensure the child is made comfortable. If the teacher is not at the nursery, another member of staff will be appointed to care for the child.

- 3 The child's medical records will be checked, and where appropriate acted upon.
- 4 The Head teacher will attempt to contact the child's parent/carer on home, mobile or work numbers, leaving a reassuring message on any answer phone. The nursery phone number will also be given. If a parent cannot be reached, the child's emergency contacts will be called. Another message will be left on the parents' answer phone to advise them of the action we have taken.
- 5 In the event that neither a parent nor emergency contact can be reached, the child will be cared for until the end of the session.
- 6 The child will be regularly checked for any deterioration in their condition.
- 7 If we become seriously concerned about the child, medical advice will be sought and if necessary an ambulance will be called to take the child to hospital, accompanied by a senior member of staff.
- 8 A copy of the child's records must be taken to the hospital to enable staff to deal with any recorded conditions and to enable Noah's Ark staff to keep in contact with the child's parents.
- 9 A record will be kept of the child's symptoms and our actions, including regular checks on the child and each time the action was taken.
- 10 Reference should also be made to our Health and Safety policy.

#### **Information to be displayed on Parents' Notice Board**

- **Guidance on Infectious Control in Schools and Other Child Care settings – Item Code 50367 (April 2010)**
- **Contact number for Health Protection Unit Wandsworth 020 8812 7850**

Annette Miller  
February 2009  
Reviewed and Updated January 2011

#### **CONCLUSION**

**The Governors and Staff of the School are committed to keeping this policy under regular review and the Governor responsible will ensure that the matters contained herein are regularly discussed and further developed to the benefit of all users.**

**Signed :**

Mr Charlie Colchester  
**Chairman of the Board of Governors**