

Illness & Accidents

At Happy Turtles we will deal promptly and effectively with any illnesses or injuries that occur while children are in our care. We take all practical steps to keep staff and children safe from communicable diseases.

All parents or carers must complete the **Permissions Form** when their child joins Happy Turtles, requesting permission for emergency medical treatment for their child in the event of a serious accident or illness.

We will record any accidents or illnesses, together with any treatment given, on an **Incident Log** and/or **Accident Log** sheet as appropriate, which the parent or carer will be asked to sign when they collect the child.

Happy Turtles cannot accept children who are ill. If any children are ill when they first arrive at Happy Turtles we will immediately notify their parents or carers to come and collect them. Any children who have been ill should not return to Happy Turtles until they have fully recovered, or until after the minimum exclusion period has expired (see table at the end of this policy).

First aid

To ensure that there is a qualified First Aider present and available at all times when Happy Turtles is running, all Happy Turtles staff have a current Level 3 Paediatric First Aid Certificate having attended a 12-hour paediatric first aid course, which complies with the requirements of Annex A of the EYFS. First aid training will be renewed every three years.

The location of the first aid box is clearly displayed at Happy Turtles. The manager regularly checks the contents of the first aid box to ensure that they are up to date, appropriate for children and comply with the Health and Safety (First Aid) Regulations 1981.

The manager will ensure that a first aid kit is taken on all outings and that at least one member of staff on the outing holds a current paediatric first aid certificate.

Procedure for a minor injury or illness

The Leader at the session will decide upon the appropriate action to take if a child becomes ill or suffers a minor injury.

- If a child becomes ill during a session, the parent or carer will be asked to collect the child as soon as possible. The child will be kept comfortable and will be closely supervised while awaiting collection.
- If a child complains of illness which does not impair their overall wellbeing, the child will be monitored for the rest of the session and the parent or carer will be notified when the child is collected.
- If a child suffers a minor injury, first aid will be administered, and the child will be monitored for the remainder of the session. If necessary, the child's parent will be asked to collect the child as soon as possible.

Procedure for a major injury or serious illness

In the event of a child becoming seriously ill or suffering a major injury, the first aider at the session will decide whether the child needs to go straight to hospital or whether it is safe to wait for their parent or carer to arrive.

- If the child needs to go straight to hospital, we will call an ambulance and a member of staff will go to the hospital with the child. The staff member will take the child's **Medical Form** with them and will consent to any necessary treatment (as approved by the parents on the **Permissions Form**).

- We will contact the child's parents or carers with all urgency, and if they are unavailable we will call the other emergency contacts that we have on file for the child.
- After a major incident the manager and staff will review the events and consider whether any changes need to be made to Happy Turtles' policies or procedures.
- We will notify Ofsted and child protection agencies in the event of any serious accident or injury to a child in our care as soon as reasonably possible and within 14 days at the latest.
- We will notify HSE under RIDDOR in the case of a death or major injury on the premises (e.g. broken limb, amputation, dislocation, etc – see the HSE website for a full list of reportable injuries).

Communicable diseases and conditions

If a case of head lice is found at Happy Turtles, the child's parents or carers will be discreetly informed when they collect the child. Other parents will be warned to check their own children for head lice, but care will be taken not to identify the child affected.

If an infectious or communicable disease is detected on Happy Turtles' premises, we will inform parents and carers as soon as possible.

If there is an incident of food poisoning affecting two or more children looked after at Happy Turtles the Manager will inform Ofsted as soon as possible and within 14 days at the latest.

If there is an outbreak of a notifiable disease at Happy Turtles, we will inform the local health protection unit, HSE under RIDDOR (if appropriate), and Ofsted.

Useful contacts

Health Protection Unit: Phone: 0300 303 8162 (option 1 then option 2)

Ofsted: 0300 123 1231

RIDDOR Incident Contact Unit: 0845 300 99 23

Exclusion periods for infectious conditions and diseases; extract from “Notes on Infectious Diseases in Schools and Nurseries” published by Public Health England South West health Protection Team

Infection	Exclusion period	Comments
Athlete’s foot	None	Athlete’s foot is not a serious condition. Treatment is recommended.
Chickenpox	Five days from onset of rash	Blister on the rash must be dry and crusted over
Cold sores (herpes simplex)	None	Avoid kissing and contact with the sores. Cold sores are generally mild and heal without treatment
Conjunctivitis	None	If an outbreak or cluster occurs, consult your local health protection team
Diarrhoea and vomiting	Whilst symptomatic until 48 hours after resolution of symptoms	See diarrhoea and vomiting section of guidance. Seek further advice from your local health protection team if unsure
Diphtheria*	Exclusion is essential. Always consult with your local health protection team	Preventable by vaccination. Family contacts must be excluded until cleared to return by your local health protection team
Flu (Influenza)	Until recovered	Report outbreaks to your local health protection team
Glandular Fever	None	
Hand foot and mouth	None	Contact your local health protection team if a large number of children are affected. Exclusion may be considered in some circumstances
Head lice	None	Treatment only recommended when live lice are seen
Hepatitis A*	Exclude until seven days after onset of jaundice (or seven days after symptom onset if no jaundice)	In an outbreak of hepatitis A, your local health protection team will advise on control measures
Hepatitis B*, C*, HIV	None	Hepatitis B, C and HIV are blood borne viruses that are not infectious through casual contact. Contact your local health protection team for more advice.
Impetigo	Until lesions are crusted/healed of 48 hours after starting antibiotic treatment	Antibiotic treatment speeds healing and reduces the infectious period
Measles*	Four days from onset of rash and recovered	Preventable by vaccination (2 doses of MMR). Promote MMR for all pupils and staff. Pregnant staff contacts should seek prompt advice from their GP or midwife
Meningococcal meningitis/septicaemia *	Until recovered	Meningitis ACWY and B are preventable by vaccination. Your local health protection team will be

		able to advise
Meningitis* due to other bacteria	Until recovered	Hib and pneumococcal meningitis are preventable by vaccination. Your local health protection team will be able to advise
Meningitis viral*	None	Milder illness than bacterial meningitis. Siblings and other close contacts of a case need not be excluded
MRSA	None	Good hygiene, in particular handwashing and environmental cleaning are important to minimise spread. Contact your local health protection team for more information
Mumps*	Five days after the onset of swelling	Preventable by vaccination with 2 doses of MMR. Promote MMR for all pupils and staff
Ringworm	Not usually required	Treatment is needed
Rubella (German measles)	Four days from onset of rash	Preventable by vaccination with 2 doses of MMR. Promote MMR for all pupils and staff. Pregnant staff contacts should seek prompt advice from their GP or midwife
Scarlet fever	Exclude until 24 hours of appropriate antibiotic treatment completed	A person is infectious for 2-3 weeks if antibiotics are not administered. In the event of two or more suspected cases, please contact your local health protection team for more advice
Scabies	Can return after first treatment	Household and close contacts require treatment at the same time
Slapped cheek/Fifth disease/Parvovirus B19	None (once rash has developed)	Pregnant contacts of case should consult with their GP or midwife
Threadworms	None	Treatment recommended for child and household
Tonsillitis	None	There are many causes but most cases are due to viruses and do not need an antibiotic treatment
Tuberculosis (TB)	Always consult your local health protection team BEFORE disseminating information to staff, parents or carers	Only pulmonary (lung) TB is infectious to others. Needs close, prolonged contact to spread
Warts and verrucae	None	Verrucae should be covered in swimming pools, gyms and changing rooms
Whooping cough (pertussis)*	Two days from starting antibiotic treatment or 21 days from onset of symptoms if no antibiotics	Preventable by vaccination. After treatment, non-infectious coughing may continue for many weeks. Your local health protection team will organise any contact tracing.

***denotes a notifiable disease. It is the statutory requirement that doctors report a notifiable disease to the proper officer of the local authority (usually a consultant in communicable disease control).**

If in any doubt contact local health services for further information.

This policy was adopted by: Happy Turtles Ltd	Date: 01.07.18
To be reviewed: July 2019	Signed: Frances Jupp

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Staff Qualifications, Training, Support and Skills [3.25], Accident or injury [3.50-3.51], Food and drink [3.49] and Annex A: Criteria for effective PFA training, [p36].*