



**Hilldrop Area Community Association – Play Project**  
**Sick Child Procedure**  
**September 2021**

Policy No 22	This policy was adopted by HACA in May 2018 and will be reviewed at least every 2 years.	<b>Date of Review:</b> September 2021
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Hilldrop Play Project provides quality care for healthy children and promotes health through preventing cross infection of viruses and bacterial infection. Parents are asked to keep their children at home if they have any infectious illnesses until they are well enough to return and do not pose a risk to other children in the group.

Staff will discuss with parents/carers the procedure for children who are ill or infectious. This will include the possibility of exclusion as well as the protocol for contacting parents/carers if a child becomes ill.

See also: **Administering Medication Policy** and the **Accident and First Aid Policy**

**Sickness**

- Children should remain at home for at least 48 hours after an episode of sickness and/or diarrhoea and we would appreciate knowing if a child is off for this reason.
- Where children have been prescribed antibiotics, parents are asked to keep the child at home for at least 48 hours.
- We reserve the right to refuse admission to the Play Project if we feel a child is not well enough to attend or has a contagious infection or disease.

**During sessions**

- If a child becomes unwell during the session, the parent/carer will be contacted from the information given on their registration form.
- The child will be sat in a quiet area and looked after by a member of staff until somebody comes to collect them.

- If a child has a temperature, they will be kept cool by removing top clothing and sponging their heads with cool water.
- If the parent/carer cannot be contacted, or has not arrived within 60 minutes, the emergency contact person will be called and asked to collect the child.
- In extreme cases of emergency, an ambulance will be called and the child will be taken to hospital, accompanied by a member of staff. The child's records will be taken to the hospital and the parent/carer will be informed immediately. The member of staff will remain at the hospital until the parent/carer arrives.

### **Reporting of notifiable diseases**

- Reporting of any child or adult diagnosed with a disease listed under the Public Health (Infectious Diseases) Regulations 1988, will be reported to the Health Protection Agency by their GP.
- When we become aware or are formally notified, the Play Project Manager will inform Ofsted and act on any advice given by The Health Protection Agency

### **Serious illness or death and how to deal with these events**

- As a registered provider we will notify Ofsted of any serious accident, illness or injury to, or the death of, any child whilst in our care, and any action taken in respect of it.
- We will make any such notification as soon as is reasonably practical, but within 14 days of the incident occurring. We will also notify the Islington Council child protection agency and act on any advice given.