Beetley and District Preschool

Registered Charity: 1181636

Part 3 – Health and Hygiene

Policy 3.2 – Identification of Illness, Exclusion and Administering of Medication

Purpose of this Policy

Beetley & District Preschool promotes positive health and good hygiene practices to minimise the spread of infection and ensure a safe environment for children, staff and families.

This policy outlines the procedures for identifying illness, managing infectious conditions and determining appropriate exclusion from the setting.
It should be read alongside the First Aid & Hygiene Policy and the Pandemic Policy.

Health Information on Admission

During the admission process, parents and carers are required to provide:

- Details of immunisations
- Information regarding allergies
- Any medical conditions or ongoing health needs

Children with specific medical conditions, chronic illness or disabilities will have an individual Health Care Plan in place where required. Relevant information is shared with staff to ensure appropriate care and support.

Parents are encouraged to keep health information up to date and to inform the setting of any changes.

Promoting Good Health

The preschool observes hygiene precautions aimed at preventing and controlling the spread of infectious illnesses, including common childhood illnesses.
These include:

- Effective handwashing routines
- Cleaning and disinfecting procedures
- Safe food handling practices

- Prompt response to symptoms of illness

Further detail regarding hygiene procedures is outlined in the First Aid & Hygiene Policy.

When Children Should Not Attend

Parents and carers are asked to keep children at home if they:

- Are unwell or have had a high temperature
- Have been sick or had diarrhoea within the previous 48 hours
- Have an infectious illness
- Are not well enough to participate in normal preschool activities

Children who become unwell during a session will be kept comfortable and supervised while parents are contacted for prompt collection.

The setting follows current UK Health Security Agency (UKHSA) guidance regarding recommended exclusion periods for infectious diseases.

Common Infectious Illnesses

- **Respiratory Illness (including COVID-19):** Attendance decisions take into account current UKHSA guidance and the child's wellbeing. Exclusion is not automatic unless advised by health authorities.
- **Chickenpox:** Exclude until all lesions have crusted, usually about 5 days from onset of rash.
- **Hand, Foot & Mouth Disease:** Children may attend if well enough; ensure good hygiene.
- **Impetigo:** Exclude until 48 hours after starting antibiotic treatment and cover lesions.
- **Conjunctivitis:** Children may attend if well and good hygiene is maintained.
- **Threadworms:** Attendance is not normally affected; encourage prompt treatment and hand hygiene.
- **Tuberculosis:** Children and staff with suspected or confirmed TB must not attend until cleared by a health professional.

Antibiotics

Where a child has been prescribed antibiotics for the first time, parents are asked to keep them at home for the first 24 hours to monitor for any adverse reaction.

If a child has previously taken the same antibiotic without issue, this exclusion period may not be necessary.

Administration of Medication

Where possible, parents and carers are encouraged to administer medication outside preschool hours. However, prescribed medication and other necessary medicines may be administered within the setting where parental consent has been provided. This consent is given when a parent/carer acknowledges a new medication record for their child on Famly.

Medication will only be administered:

- In accordance with the instructions provided by the parent or prescribing professional
- By a member of staff authorised to do so
- When the medication is clearly labelled and in its original container where applicable

A digital medication record is completed on Famly for each child requiring medication. This includes details of:

- The medication name
- Dosage and administration instructions
- Time medication is to be administered
- Any relevant medical information or possible side effects

Medication is stored safely and out of reach of children. Emergency medication, such as inhalers or adrenaline auto-injectors, remains easily accessible to staff where required.

When medication is administered:

- The administration is recorded on Famly
- The record includes the date, time, dosage and member of staff administering the medication
- Parents are asked to acknowledge the administering of medication on their child's medication record

Staff follow individual Health, Care and Evacuation plans where applicable and seek emergency medical assistance if concerns arise regarding a child's condition or reaction to medication.

Head Lice

Parents are encouraged to check their child's hair regularly.
If head lice are identified within the setting:

- Parents will be informed discreetly.

- All families will be encouraged to check and treat where necessary.
- Children do not need to be excluded once treatment has begun.

Viral Gastroenteritis (Sickness and Diarrhoea)

Children and staff must remain at home until they have been symptom free for at least 48 hours.

This applies to common viral infections including norovirus.

Managing Illness in the Setting

If a child displays symptoms of a potentially infectious illness while attending:

- They will be supervised appropriately.
- Reasonable steps will be taken to minimise contact with others.
- Parents will be contacted to collect their child.
- Cleaning procedures will be followed in line with hygiene guidance.

Where necessary, advice will be sought from appropriate public health authorities.

HIV and Blood-Borne Viruses

Standard infection control precautions are followed at all times.

The risk of transmission is extremely low in a preschool environment when appropriate hygiene and cleaning procedures are observed.

Spillages of blood or bodily fluids are managed in line with the First Aid & Hygiene Policy.

Safeguarding Considerations

If there are concerns about patterns of illness, unexplained injuries or neglect, safeguarding procedures will be followed in line with the Safeguarding Policy.

Monitoring and Review

This policy is monitored by the Manager and Health & Safety Lead and will be reviewed:

- Annually
- In response to updated public health guidance
- Following an outbreak of infectious illness

Related Policies and Documents

This policy should be read in conjunction with:

- Health & Safety Policy Statement
- Risk Assessment Summary
- First Aid & Hygiene
- Accident, Incident and RIDDOR Policy
- Pandemic Policy
- Safeguarding Policy
- EYFS Safeguarding and Welfare Requirements

Policy reviewed on: 1st March 2026
Next review due: 1st March 2027
Reviewed by: Hollie Durrant and Julie East

Date:	Review Date:
Signed: Print Name: (Chairperson)	Signed: Print Name: (Manager)