



3.3 Illness and injury policy

Brockham Green Nursery promotes the good health of the children in the setting, taking the necessary steps to prevent the spread of infection and taking the appropriate action when children are ill.

We meet our legal requirements for the safety of our employees and notify the Health and Safety Executive following the guidelines of the Reporting Injuries, Diseases and Dangerous Occurrences (RIDDOR) for the reporting of accidents and incidents to all at nursery.

Staff at Brockham Green Nursery are first aid trained

Child protection matters or behavioural incidents between children are NOT regarded as incidents and there are separate procedures for this.

Parents to make sure that the nursery holds additional contact numbers for a child (emergency contact).

Procedures for children who are sick or infectious

If children appear unwell in the nursery – have a temperature, sickness, diarrhoea, head pains or tummy ache – Staff will contact the parent and ask them to collect the child or send a known adult to collect the child on their behalf, using the password given to the nursery when the child first started.

- If a child has a temperature, they will be kept cool, taking off the top layer of clothing and kept away from draughts.
- The child's temperature will be taken using an electronic ear thermometer which is in the file box.
- Parents are asked to take their child to the doctor prior to returning to nursery, any child who has a temperature, sickness, diarrhoea or an infectious disease will be refused admittance at nursery.
- After diarrhoea and sickness, parents are asked to keep their children at home for 48 hours or until they are clear of illness.
- In emergency cases, children will be taken to hospital and parents contacted.
- The setting has a list of excludable diseases and how long the child needs to be excluded for; this includes common childhood illnesses such as chickenpox and measles. This is found in the Early Years Foundation Stage File (EYFS)
- If a child is suffering from a notifiable disease identified as such in the Public Health (Infectious Diseases) Regulations 1988, the GP will report this to the Health Protection Agency.
- If the setting becomes aware of a notifiable disease, the Supervisor will inform OFSTED and report it to the Health Protection Agency and act on any advice given.

HIV (Human Immunodeficiency Virus)

- HIV Virus is spread through bodily fluid. Hygiene precautions for dealing with bodily fluids are the same for both adults and children.
- Protective rubber gloves are worn when changing children's nappies, pants and clothing that are soiled with urine, faeces, blood or vomit.
- Soiled clothing will be bagged up and given to parents.
- All spillages of blood, urine, faeces or vomit will be cleared using a mild disinfectant and cloths/mop. Cloths and mops disposed of appropriately.
- All furniture affected by blood, urine, faeces or vomit will be cleaned with a disinfectant.
- Staff understand the need for confidentiality.

Procedures for children with allergies.

- All information regarding children's allergies is recorded in the register.
- Parents are asked for information on what causes the allergic reaction and what treatment is required.
- Staff are made aware of what to do in case of an allergic reaction any medication and how it is to be used.
- Staff have been trained in how to use an EpiPen and can give medication, if required. If medication administered it is recorded on the child's form signed by the member of staff that gave it, witnessed by another member of staff and signed by the parent.
- All information is recorded in the child's section of the accident file.

Major accident/illness

- Staff wear disposable gloves at all times
- Supervisor and staff will assess the situation and make a decision as to whether a child needs to go to hospital by ambulance or whether the child can wait for the parent/carer to come.
- If a child needs to go to hospital, Supervisor will call for an ambulance and then call the parent/carer to make arrangements to meet at the hospital.
- A member of staff will accompany the child to the hospital, taking relevant paperwork i.e. permission forms, known allergies, medication forms.
- If the child can wait for the parent/carer to come, the Supervisor will contact the parent/carer while a member of staff stays with the child making them comfortable and monitoring them.
- Staff will explain to the parent/carer when they arrive, what has happened, and symptoms being shown.
- Parents will be asked to sign relevant paperwork.
- All information is recorded in the child's section of the accident file.

The accident file is accessible to all staff and volunteers, who know how to complete it and it is reviewed monthly to identify any potential or actual hazards. Completed accident forms require 2 staff signatures.

Ofsted is notified of any injury requiring treatment at hospital, or the death of a child or adult. When there is any injury requiring hospital treatment to a child, parent, volunteer or visitor or where there is a death of a child or adult on the premises, we make a report to the Health and

Safety Executive using the format for the Reporting of Injuries, Diseases and Dangerous Occurrences.

Head lice

- Children with head lice will not be excluded.
- Parents will be informed and asked to treat the child and other family members for head lice.

Useful resources and websites

Health and Safety Executive website: www.hse.gov.uk

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