

<b>Policy Name</b>	<b>Infection control and prevention</b>
<b>Date Issued</b>	<b>January 2012</b>
<b>Author / Owner</b>	<b>Hagbourne Pre-School</b>

### Statement of Intent

We recognise it is our responsibility to ensure the Health and Safety for our children, staff and parents through identifying and discussing health issues in an open and positive way allowing us to achieve and maintain our high standards. The health and wellbeing of all the children, staff and parents who attend the preschool is of paramount importance to us. To maintain a clean and healthy environment we ask that you refrain from bringing your child into preschool if they are sick and/or displaying signs of illness.

### Aim

To promote the good health of all children attending through maintaining high hygiene standards and reducing the chances of infection being spread. We follow the guidance given to us by Public Health England.

### Method

Viruses and infections can be easily passed from person to person by breathing in air containing the virus, which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with viruses.

Infection prevention and control measures are essential to interrupt the cycle of infection by promoting routine use of good standards of hygiene so that transmission is reduced overall. Infection prevention and control measures aim to interrupt the cycle of infection by promoting the routine use of good standards of hygiene so that transmission of infection is reduced overall.

This is usually through:

- Immunisations
- Good hand washing
- Ensuring the environment is kept clean

Guidance advises that the way to prevent and manage infectious disease in the preschool is to:

- promote immunisation
- promptly exclude the unwell child or member of staff
- check that effective handwashing is being carried out routinely

At Hagbourne Preschool we aim to prevent the spread of illness to children and staff and ensure a safe and healthy environment.

### Procedure

#### 1 Infection Control Procedures

1.1 If any child is thought to be unwell, we will assess the condition of the child, this will be done in a kind and caring manner. The child may become distressed, so it is important to be calm and reassuring. The Preschool Manager must be informed of any sick children

1.2 We understand the needs of working parents and will not exclude children from the preschool unnecessarily. It is however at the discretion of the Preschool Manager when requesting the exclusion of a child for illness or infection and that decision is final. Decisions will be made and consider the needs of the child and those within the group

1.3 Any child with an infectious or contagious disease will be excluded for a certain period of time. If staff suspects that a child has an infectious or contagious disease, they will advise that parents to consult a doctor before returning to the preschool

1.4 Should a child become ill whilst at the preschool, the Preschool Manager or Key person will contact the parent or emergency contact, we ask for the child to be collected within one hour if possible. The child will be comforted by the key person who will take appropriate action which will include medical advice if necessary, whilst awaiting the arrival of the parent/carer

1.5 Our staff will report any worries about a child's health or wellbeing to the parent/carer immediately.

Parents/carers are responsible for keeping the preschool informed about their child's health

1.6 We recommend that no child may attend the preschool whilst suffering from a communicable disease and should be excluded for the periods recommended

1.7 Parents/carers will be contacted should their child have a high temperature of 38c/101F or higher, and will be requested to collect their child as soon as possible

1.8 Children's paracetamol is administered only with parental consent, which is on the registration forms, to children with high temperatures. This will be given in the dosage as consented by the parent. Parents will be contacted before Calpol is administered if staff are unsure if it has been given before they have arrived at the preschool

In instances where any medication is administered as a form of treatment, such medication will be administered in accordance with the administration of medication policy and will only be administered with the express permission of the Child's parent. Any and all administration of medication will be recorded in the medicines administration book.

1.9 Coughs and colds do not necessarily require the child to be excluded from the preschool, but this will depend on the severity and how the child is able to cope with preschool routine. A child who is or appears unwell may be refused admission this will be at the discretion of the Preschool Manager

1.10 If a child has ongoing discharge from their ears, nose or eyes the parent/carer will be advised to seek advice before their child is allowed back to the preschool and in some cases a doctor's note may be required before returning

1.11 A child who has sickness or diarrhoea whilst at the preschool is to be collected immediately and kept away for 48 hours from the last time, they were sick or had a runny stool

1.12 To prevent the spread of conjunctivitis, suspected cases will be reported immediately to parents/carers who will be requested to take their child from the preschool to be seen by the doctor or pharmacist for advice on what treatment is required. Once the child has been treated and the conjunctivitis appears controlled, providing the child is happy they may return to preschool, again this will be at the discretion of the Preschool Manager and in discussion with the parent/carer to ensure the spread of the infection is reduced to a minimum

1.13 Chicken pox – Children need to be absent from the preschool for a minimum of 5 days from the onset of the rash. If the spots are scabbed over and dried up the child may return to preschool

1.14 Parents will be contacted if their child develops an unexplained rash and be requested to seek medical advice which they should follow before the child returns to preschool

1.15 If your child has not been their normal self at home but is not showing signs of illness when brought into the preschool, please mention it to your child's key person or Preschool Manager to let them know how to best contact you during the day and how they can support your child whilst they are at the preschool

1.16 Should the Preschool Manager consider the illness or situation needs immediate medical attention, the emergency services will be contacted to take the child directly to hospital and the parent/carer will be contacted accordingly

1.17 In the unlikely event of the parent /carer not being available the most senior member of staff (Preschool Manager / Deputy Manager) will assume charge and, if necessary, take the child to hospital along with the relevant details Hagbourne Preschool is committed in providing the highest standards of care for our children ensure their health and well-being is maintained at all times

1.18 We operate an 'open door' policy towards parents/carers in the preschool, so please feel free discuss any concerns about your child with their key person or Preschool manager

1.19 If any siblings are unwell, please do not bring them into the setting. Staff can bring your children out to meet you, at your convenience

## **2 How Infections Spread**

Infections are spread in many different ways but the most important of these are through:

2.1 Respiratory spread

Contact with cough or other secretions from an infected person, like influenza. This can happen by being near the infected person when they cough and then breathe in the organism; or by picking up the organism from an infected item, for example, a used tissue or on an object in the environment, and then touching your nose or mouth.

#### 2.2 Direct contact spread

By direct contact with the infecting organism, for example, contact with the skin such as impetigo or staphylococcal infections.

#### 2.3 Gastrointestinal spread

Resulting from contact with contaminated food or water (hepatitis A), contact with infected faeces or unwashed hands after using the toilet (typhoid fever).

#### 2.4 Blood borne virus spread

By contact with infected blood or body fluids, for example, while attending to a bleeding person or injury with a used needle (hepatitis B). Human mouths are inhabited by a wide variety of organisms, some of which can be transmitted by bites. Human bites resulting in puncture or breaking of the skin are potential sources of exposure to blood borne infections, therefore, it is essential that they are managed promptly.

### 3 Prevention

At Hagbourne Preschool we will follow the guidance below to prevent a virus or infection from moving around the preschool. The staff at Hagbourne Preschool will:

3.1 Encourage all children to use tissues when coughing and sneezing to catch germs

3.2 Ensure all tissues are disposed of in a hygienic way and all children and staff wash their hands once the tissue is disposed of

3.3 Develop children's understanding of the above and the need for good hygiene procedures in helping them to stay healthy

3.4 Wear the appropriate Personal Protective Equipment (PPE) when changing nappies, toileting children and dealing with any other bodily fluids. Staff are requested to dispose of these in the appropriate manner and wash hands immediately

3.5 Clean and sterilise all potties and changing mats before and after each use

3.6 Clean toilets at least daily and check them throughout the day

3.7 Remind children to wash their hands before eating, after visiting the toilet, playing outside or being in contact with any animal and explain the reasons for this

3.8 Clean all toys, equipment and resources on a regular basis by following a comprehensive cleaning rota and using antibacterial cleanser or through washing in the washing machine

3.9 Wash or clean all equipment used by children as and when needed including when the children have placed it in their mouth

3.10 Follow the sickness and illness policy when children are ill to prevent the spread of any infection in the preschool. Staff are also requested to stay at home if they are contagious

In addition:

3.11 The Preschool Manager retains the right of refusal of all children, parents, staff and visitors who are deemed contagious and may impact on the welfare of the rest of the preschool

3.12 Parents will be made aware of the need for these procedures in order for them to follow these guidelines whilst in the preschool

3.13 Periodically each room in the preschool will be deep cleaned including carpets and soft furnishings to ensure the spread of infection is limited. This will be implemented earlier if the need arises

3.14 The preschool will ensure stocks of tissues, hand washing equipment, cleaning materials and sterilising fluid are maintained at all times and increased during the winter months or when flu and cold germs are circulating

Exclusion table -

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/789369/Exclusion\\_table.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/789369/Exclusion_table.pdf)



This policy was reviewed and updated (where required) on 08/01/2022 (date)

Reviewed/updated by Dominique McCann (Chairperson)

Reviewed/Updated by \_\_\_\_\_ (Manager)

Reviewed/Updated by Julie Higgins (Deputy Manager)