

# Sick Child Policy – HS-023



## Towngate Primary Academy Sick Child Policy

| Date           | Review Date    | Coordinator | Nominated Governor |
|----------------|----------------|-------------|--------------------|
| September 2020 | September 2023 | Headteacher | Chair of Governors |

The Local Governing Board of Towngate Primary Academy recognises its responsibility to promote a learning environment that is safe and healthy for all. In order to maintain a clean and healthy environment this policy provides guidance for staff and parents as to when children should or should not be in academy if showing signs of sickness. The health and well being of all children is of paramount importance to enable them to be successful learners and to be the best that they can be.

### Aims

The aim of this policy is to:

- To ensure that sick children are appropriately and correctly identified;
- To ensure sick children are cared for appropriately;
- To protect children and adults from preventable infection;
- To enable staff and parents to be clear about the requirements and procedures when children are unwell.

### Guidance

Children should not be brought to academy if they are displaying signs of illness. If parents do bring children to academy and staff feel that they are unfit for academy, parents / carers / emergency contacts will be contacted and requested to come and collect their child and requested not to return their child to academy until symptom free. If a child is thought to be unwell while at academy they will be seen by a qualified first aider as the condition of the child needs to be assessed. This will be done in a kind and caring manner. The child may be distressed, so it is important to be calm and reassuring. A senior manager will be informed of any sick children. We understand the needs of working parents and do not aim to exclude children from academy unnecessarily. However, the decision of academy is final when requesting that a child is collected due to illness or infection. Decisions will take into account the needs of the child and those of the other children and staff in academy.

## Sick Child Policy – HS-023

---

If your child has not been their normal self at home but is not showing signs of illness when brought to academy, parents should mention this to staff and ensure that contact details are correct and that they are obtainable.

Children with infectious or contagious diseases will not be permitted to attend for certain periods. If staff suspect that a child has an infectious or contagious disease they will request that parents / carers consult a doctor before returning the child to academy and the academy may seek advice from the appropriate agency. Should a child become ill whilst at academy, a member of staff will contact the parent / carer / emergency contact. While awaiting the arrival of parents, the staff will ensure the comfort of the child, taking appropriate action, which would include seeking medical advice if necessary. If the child is in danger, the staff will seek medical advice immediately. Staff will report any worries about a child's health to the parents / carers immediately. Parents are responsible for keeping the academy informed about their child's health.

We recommend that children do not attend academy while suffering from one of the communicable diseases and they should remain at home for the minimum periods recommended by their doctor. Coughs and colds do not normally require the child to be absent from academy but this depends on the severity and how the child is able to cope with the academy routine. A child who is, or appears to be unwell may be refused admission.

Although exposure of children to a communicable disease in itself is not sufficient reason to require their absence from academy, any child who becomes a home contact of diphtheria, poliomyelitis, typhoid and paratyphoid fevers will be requested to remain absent from academy for the recommended time. The academy will take advice from the Health Protection Agency.

A child who has sickness or diarrhoea whilst at academy (or at home) should be collected immediately and kept absent from academy for 48 hours following the last bout of sickness or diarrhoea. This 48 hour rule is essential in order to protect other children or staff from contracting a bug. Unfortunately, this may mean that a child misses an academy event.

To prevent the spread of conjunctivitis, suspected cases will be reported immediately to parents who will be requested to take their child from academy to seek medical advice from a GP or Pharmacy. When treatment commences, the child may return to academy.

Should a member of staff consider an illness / situation to warrant immediate medical attention, they will report to a First Aider and Senior Manager who will contact emergency services and the parent / carer notified accordingly.

Parents will always be contacted and informed if their child has a high temperature of 101F / 38C or above.

Chicken Pox – children need to be absent from academy for a minimum of 5 days from the onset of the rash. After this time, if all spots have dried and scabbed over, the child can return to Academy. Parents / carers will also be contacted if their child develops a rash or suspected thrush. This will need to be checked by a Doctor whose advice should be followed.

## Sick Child Policy – HS-023

---

Should a member of staff consider an illness / situation to warrant immediate medical attention, they will report to a First Aider and Senior Manager who will contact emergency services or take the child directly to Hospital and the parent / carer notified accordingly.

### **Roles and Responsibilities**

#### Role of the Local Governing Board – the Local Governing Board has:

- Delegated powers and responsibilities to the Headteacher to put into place procedures to ensure sick children are identified and are cared for appropriately;
- Nominated a link governor to visit the academy regularly, to liaise with the Headteacher and to report back to the Local Governing Board;
- Responsibility for the effective implementation, monitoring and evaluation of this policy

#### Role of the Headteacher - The Headteacher will:

- Protect the health and safety of children and academy personnel at all times;
- Ensure procedures are in place and effectively implemented to deal with children taken ill at academy;
- Ensure academy personnel and parents are aware of this policy;
- Organise first aid training for all academy personnel;
- Ensure that children's records and emergency contact numbers are kept up to date;
- Monitor the effectiveness of this policy

#### Role of Academy Personnel - Academy personnel will:

- Ensure compliance with this policy;
- Receive training in first aid at their induction and will attend periodic training to renew their first aid qualification;
- Assess the condition of any child thought to be unwell in a kind and caring manner;
- Notify the academy office of any child taken ill;
- Immediately contact the child's parents/carers of their concerns about the child's health;
- Ensure the comfort of an ill child by staying with them while awaiting the parents to arrive;
- Seek immediate medical advice if a child is in danger;
- Call for an ambulance;
- Immediately contact the child's parents;
- Escort a child to hospital in the absence of a child's parents;
- Ensure records are kept of all children taken ill and sent home while at academy

#### Role of the Academy Council - The Academy Council will be involved in:

- Determining this policy with the Governing Body;

## Sick Child Policy – HS-023

---

- Discussing improvements to this policy during the academy year;
- Reviewing the effectiveness of this policy with the Governing Body.

### Role of Parents and Carers – Parents and Carers must:

- Be aware of this policy;
- Comply with this policy;
- Notify the academy of any changes to their contact details;
- Co-operate with the academy by keeping their child at home if they are unwell or showing any signs of vomiting, diarrhoea, any type of rash, conjunctivitis, flu, chicken-pox, mumps, measles or high temperature;
- Consult with their GP if their child is suffering from one of the communicable diseases;
- Conform the academy if their child is not their normal self when brought to academy but is not showing any signs of illness

### **Monitoring the Effectiveness of the Policy**

This policy will be reviewed in line with the Policy Review Overview document, or when the need arises, and the necessary recommendations for improvement will be made to the governors.

|                                 |  |              |  |
|---------------------------------|--|--------------|--|
| <b>Head of academy:</b>         |  | <b>Date:</b> |  |
| <b>Chair of Governing Body:</b> |  | <b>Date:</b> |  |