



## Sickness Policy

**Date: November 2025**

**Review: November 2027**

### Policy intention

This policy is in place to reduce the transmission and spread of infection. There are a range of common and significant childhood infections and diseases that we all need to be alert to. We follow government guidance for exclusion and are mindful that children need to be fit and well to access the experiences that we provide. We promote good standards of hygiene throughout our setting and have control measures in place to reduce the spread of infection.

### Procedure

- We control the spread of infections through handwashing; managing cuts, bites, nosebleeds and abrasions; encouraging covering mouth or nose with disposable tissues and providing appropriate PPE.
- We have robust systems in place to manage all spillages and bodily fluids.
- A regular and thorough cleaning schedule is implemented within the setting to control infection.
- Our cleaning materials are stored in accordance with [Control of Substances Hazardous to Health](#) (COSHH) and equipment is colour coded to maintain high cleaning standards.
- We employ good hygiene practices and have adequate sanitary facilities including designated changing areas.
- Our toys and resources are well maintained and additional cleaning is undertaken during an outbreak of infection.
- Laundry areas are separate from food preparation areas and arrangements are in place for managing soiled items.
- A system is in place to alert vulnerable groups who are at particular risk of infection.
- We signpost parents/carers and staff to the NHS website for up-to-date information around vaccination and immunisation.
- We make parents/carers aware of the [Sickness Policy](#) and keep a record of the arrangements for the exclusion of a child should they become ill.
- We take appropriate action if a child or staff member becomes ill during the day.
- We monitor outbreaks or incidents and ensure reporting and confidentiality in accordance with the [Information and Records Policy](#).
- If a child becomes ill on the premises, or whom is believed to have an infectious illness or disease, the child will be kept away from other children; parents/carers will be contacted for the immediate collection of the child and the child will be excluded from the setting until they have been well for 48 hours, or in accordance with Health Authority guidelines.
- If a child is suffering from a disease or illness which requires notification, we inform the parents/carers of our concerns and act on advice given by Public Health England. We will also inform Ofsted of any action taken.
- Parents/carers of other children in the setting will be notified if a child has a diagnosed infectious disease.
- Staff follow internal systems for reporting sickness.
- Staff follow the [Administering Medicines Policy](#) if medication is required.
- Children with infectious or contagious illnesses will be unable to attend the preschool for a certain period of time. If there is suspicion that a child does have an infectious or contagious illness we ask that parents visit a doctor before returning their child to preschool. Following the completion of a medication form staff at Finch Nest Preschool are able to administer prescribed medication. See [Administering Medicines Policy](#).

- If a child develops an illness during the day, staff contact parents. However, in cases where parents are uncontactable, we will administer the child with 7.5ml of Calpol sugar-free 3+ months for pain and fever relief and this will be recorded. A dosage will be administered every 6 hours. Parents will be required to sign a medical form when collecting their child to acknowledge what has been administered.

Public Health Agency Guidance for Childcare Settings

Illness or Infection	Absence from Preschool
Chicken Pox	Until all vesicles have crusted over
German Measles (Rubella)	4 days from onset of rash
Hand, Foot and Mouth	None
Impetigo	Until lesions are crusted and healed or 48 hours after commencing antibiotic treatment
Measles	4 days from onset of rash
Molluscum contagiosum	None
Ring Worm	Exclusion not normally required
Roseola	None
Scabies	Child can return after first treatment
Scarlet Fever	Child can return 24 hours after commencing appropriate antibiotic treatment
Slapped Cheek	None once rash has developed
Shingles	Exclude only if rash is weeping and cannot be covered
Warts and verrucae	None
Diarrhoea/Vomiting	48 hours from last episode or diarrhea or vomiting
Flu	Until recovered
Tuberculosis	Consult local Public Health England
Whooping Cough	48 hours from the commencing antibiotic treatment or 21 days from onset of illness if not antibiotic treatment
Conjunctivitis	None
Diphtheria	Exclusion is essential, consult local Public Health England
Glandular fever	None
Head Lice	None
Hepatitis A	Exclude until 7 days after onset of jaundice (or 7 days after symptom onset if not jaundice)

Hepatitis B,C	None
Meningococcal Meningitis / Septicemia	Until recovered
Meningitis due to other bacteria	Until recovered
Meningitis viral	None
MRSA	None
Mumps	Exclude child for 5 days after onset of swelling
Thread worm	None
Tonsillitis	None

These are the current requirements set out by Public Health England.

- If we must take your child to hospital because of an illness or accident, we will do our utmost to inform you immediately using your emergency contact details on your registration form. It is therefore vital that this information is kept up to date. Please inform the Preschool of any changes to these details as soon as possible.
- If a child becomes seriously ill or injured during his/her attendance at Finch Nest Preschool, the preschool reserves the right to call for emergency assistance and, if necessary, take him/her to hospital and give permission for emergency treatment to be administered.
- If a parent is not able to get to the Preschool in time for the ambulance to transport the child to hospital, a member of senior management will accompany the child and collect registration forms, relevant medication sheets, medication, and any other items the child may need.
- In the event of a staff member accompanying a child to the hospital, arrangements will be made to meet the parents at the hospital.
- Please inform us as soon as possible if your child will be absent for a long period due to illness or injury.

### **Other useful policies:**

[Sickness Policy](#)

[Information and Records Policy](#)

[Administering Medicines Policy](#)