



## Health & Hygiene Policy

Frenchay Pre-School promotes a healthy lifestyle and a high standard of hygiene in its day to day work with children and adults. This is achieved in the following ways:

### FOOD

All snacks provided will pay due attention to children's particular dietary/cultural requirements.

- When cooking with children as an activity, preschool staff will provide healthy, wholesome food, promoting and extending the child's understanding of a healthy diet.

### ILLNESS/SICKNESS

If a child is to become unwell during session time, staff will contact the parent/carer in order for them to collect their child early, this prevents cross infection. Whilst we are waiting for the parent/carer to arrive we will take the child to a quiet area away from the main group of children and sit with them to reassure them.

- Parents are required to keep their child at home if he/she has any infection, and to inform the pre-school staff as to the nature of the infection. This is to alert other parents as necessary and to make careful observations of any other child that seems

unwell (refer illness table). Also if the disease is on the notifiable disease list the relevant parties will be contacted (refer notifiable disease list).

- Parents are asked not to bring back into pre-school, any child who has been vomiting or who has had diarrhoea until at least 48 hours has elapsed since the last attack to ensure they are not still infectious (refer illness table).
- If the children of pre-school staff have an infectious illness, they will not, accompany their parent/carer into the pre-school.
- All accidents/incidents will be recorded on Accident /Incident forms.
- Spills/deposits relating to body fluids will be cleaned up promptly and disposed of appropriately using a dilute chlorine releasing agent such as Milton fluid or household bleach diluted 1:100.
- Cuts or open sores whether on adults or children will be covered with sticking plaster or other appropriate dressing.
- We can administer antibiotics if prescribed by a doctor. We can also administer Calpol

Written by:	Lucy Foley/Debra Trim
This policy was adopted by the pre-school on:	25 <sup>th</sup> Feb 2014
Signed by the Manager of Frenchay Pre-School	Claire Frost
Next Review Date	January 2019
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with parents consent. If a child has asthma, an inhaler must be provided to keep at pre-school. Parents must sign a medicine permission form. Only a qualified member of pre-school staff who has a valid paediatric first aid certificate and appropriate training will administer any medicines. This will be witnessed by another member of pre-school staff and both persons will sign the relevant medicine forms. These will be kept on file.

- Parents need to alert pre-school staff promptly of any allergies or medical issues relating to their child. All information on this will be kept in confidential files and all staff will be aware of these. All medicines will be kept in a sealed container in the emergency box.
- The pre-school first aid box will always be kept clean and fully stocked. It will be located on the hatch in the bar area. A qualified first-aider will be on the premises at all times to administer first aid to children and adults. No other persons will administer first aid to children other than the named pre-school first-aiders.

### **SMOKING**

- There is to be no smoking in/on the premises at any time.

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