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## **SICK CHILD POLICY**

It is the responsibility of the staff to ensure the management are informed when a child is unwell.

Let the child tell you why they are feeling unwell and if they are suffering any pain.

Try to encourage the child to stay calm and lie down, where possible give fluids when a child shows signs of a temperature.

Inform parents/ carers as soon as possible if a child's condition deteriorates and seek other medical advice. To safeguard the health of all, staff and children in out care, the manager and nominated first aider will deal with illness efficiently and safely, a list of infection, notifiable and communicable diseases will be provided in this file and parents will be notified if there has been a suspected risk of cross infection.

It is also the duty of the parent to inform the club of any infectious diseases at the earliest opportunity, where medication needs to be administered, medication will never be given without complete medication forms being completed by the parents and staff may only administer medication to a child if prescribed by a G.P

A member of staff will be assigned to administer medication for each individual child concerned and complete medication charts provided ensuring that parents have completed appropriate sections. Medication will only be administered when provided by a doctor.

Reviewed and updated;25/2/08, 20/10/09, 17/1/11, 24/1/2013, 18/03/2015

**POLICIES AND PROCEDURES - FILE 1 – SECTION 1 – CHILDREN'S HEALTH**