



# Barrow CEVC Primary School

Inspire, Create, Discover, Together

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Illness Policy	
Originated by:	Sarah Wightman
Reviewed by:	Nadine Fairweather
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Signature of Chair of Governors:	
Next review date	Summer Term 2021

## AIM

This policy outlines procedures to be followed in the event of a pupil illness. As illnesses are diverse in nature, it will not cover all eventualities. It also does not cover children with a known medical condition, who have a logged care plan with the school.

The school has sought the advice of the school nurse in the preparation of this policy. The purpose of this policy is to:-

- To ensure sick children are identified
- To ensure sick children are cared for appropriately
- To protect children and adults from preventable infections
- To enable staff and parents to be clear about the requirements and procedures when children are unwell
- To give guidance to parents and carers so they understand the recommended time scales for keeping children off school in case of a common illness

Making sure your child attends school regularly is your legal responsibility as parent/guardian. It is also crucial for your child's education and future. Full attendance enables your child to make the most of their education. Children who miss days at school risk not understanding classes and not making expected progress. By law, only the school can authorise your child's absence. It's important to keep the school informed if your child is going to be absent because they are ill.

## ABSENCE REPORTING PROCEDURE

There is a clear process for you to follow to inform the school that your child may not be attending because they are ill:

1. The parent/carer must telephone the school between 8.30 am and 9.15am to inform the school that their child is absent and the cause of the absence. The school will ask for the nature of the illness and the expected duration of the absence. The administrator will give guidance on the recommended length of absence if appropriate. This phone call is logged in the office "Sickness Log" book. Parents coming into school to drop off siblings of the sick child must inform the office of the absence as well as the respective teacher.

2. If the school does not receive a phone call, within the above timeframes, from a parent/guardian the school will phone home to ascertain the child's whereabouts and reason for absence. If the school cannot contact the parent at home, school will contact emergency contacts until the whereabouts of the child and their well-being can be confirmed. This is part of our safeguarding procedures.



## DECISIONS REGARDING ATTENDANCE OR ABSENCE

Common sense is the best guide when deciding whether or not to send your child to school. Ask yourself:-

Is your child well enough to join in the varied activities of the school day? (The school cannot always offer to supervise your child if you do not think they can go outside at playtimes.) If not keep your child at home.

Does your child have a condition that can be passed on to other children or staff? If so, keep your child at home.

Would you take a day off work if you had this condition? If so, keep your child at home.

## COMMON CONDITIONS

Most conditions can be classified as one of a few minor health conditions. Whether or not you send your child to school will depend how serious you judge the illness to be. This guidance can help you make that judgement.

**DUE TO THE CURRENT CORONAVIRUS (COVID 19) PANDEMIC PLEASE SEE OUR APPENDIX A: STAY AT HOME: GUIDANCE FOR HOUSEHOLDS WITH A POSSIBLE OR CONFIRMED CORONAVIRUS(COVID 19) INFECTION THIS ADVICE CURRENTLY SUPERCEDES OUR NORMAL ADVICE ON COUGHS AND A RAISED TEMPERATURE.**

Coughs and Colds – a child with a minor cold or cough may attend school. If the cold is accompanied by shivers, drowsiness or a fever please keep your child away from school until the symptoms have been reduced and your child feels well enough to join in with a normal school day – usually 24 to 48 hrs. If your child has a severe cough it is best to consult your GP, who can provide guidance as to whether the child should stay at home. A severe cough can be debilitating for the child, interrupt lessons and your child will not be at their best.

Raised temperature – if your child has a raised temperature they should not attend school until the temperature has returned to normal and they are feeling better.

Rash – rashes can be the first sign of many infections such as chicken pox and measles. Children with these conditions should not attend school. If your child has a rash, check with your GP or nurse before sending them to school.

Headaches – a child with a minor headache does not normally need to be kept off school. If the headache is accompanied by a fever or rash, then keep your child off school and consult your GP.



Vomiting and diarrhoea Non-viral - Children can be sick for many reasons – eating too many sweets and fizzy pop, eating a food which disagrees with them; you know your child and whether any of the above have caused the sickness. Some children also have specific intolerances to certain foods; they may be sick or have diarrhoea but are then well once the offending food has left their system. If any of the above are the reason for the vomiting then the child may return to school once they feel well – after 24 hrs.

Viral conditions - Vomiting can also be caused by a viral condition. It is this form of sickness that concerns us most as we do not want other children to be infected and viral conditions can spread through a school quickly. If you cannot identify a reason for your child's sickness and perhaps other members of the family have been ill, the sickness is accompanied by a fever, listlessness, a temperature and a general feeling of being unwell do not send your child to school for 48 hrs following the last incident of vomiting or diarrhoea. Some children recover very quickly and may appear to be well after 24 hrs but if the vomiting was not linked to over eating or type of food eaten please keep your child away from school for the full 48 hrs just in case they are still carrying the virus.

Sore throat – a child with a sore throat alone does not have to be kept from school. If your child is ill with it, the child should stay at home. A sore throat is often a precursor to a cold. If your child has not been their normal self at home but is not showing signs of illness when brought to school, parents should mention this to staff and ensure that contact details are correct and that they are obtainable.

## **DISEASE/ILLNESS MINIMUM EXCLUSION PERIOD**

To minimise the risk of transmission of infection to other children, and staff, the following guidelines are suggested.

Chicken pox and shingles - 5 days after the onset of the rash. Immuno-compromised children/adults – should take separate advice from their GP.

Conjunctivitis - child should stay away if the eye is discharging until treated for 24 hrs and/or eyes appear normal again.

Diarrhoea & Vomiting Please see advice above. Or in the case of viral conditions – until there has been no diarrhoea or vomiting for 48 hrs.

German Measles/Rubella - 5 days from the onset of the rash and until the child feels well.

Headlice - No exclusion but please treat immediately and inform school.

Impetigo - once the spots have crusted over or healed or 48 hours of antibiotics and the child feels well.

Mumps - 7 days from the onset of swollen glands and the child feels well

Scabies - Child may return to school the day after treatment.

## **WHAT WILL THE SCHOOL DO IF A CHILD IS ILL IN SCHOOL?**

### **PLEASE SEE APPENDIX B FOR MANAGING SUSPECTED & CONFIRMED COVID 19 CASES IN SCHOOL.**

If a child complains of feeling unwell the staff will initially monitor their condition and keep them comfortable depending on their symptoms. Sometimes getting some fresh air, sitting quietly for 10 minutes settles the child and they may recover.

If a child is still feeling unwell they will be seen by a First Aider, all our teaching staff are qualified in First Aid and if a decision is made to send a child home the parents/carers will be contacted in the order they appear on the schools emergency contact list. In the meantime the child will be kept as comfortable as possible until a parent arrives.

If the member of staff considers the illness/situation to warrant immediate medical attention, they will report to the Headteacher who will contact emergency services or take the child directly to hospital and the carer or parent notified accordingly.

### **COLLECTING A SICK CHILD FROM SCHOOL**

The school administrator or teacher will describe the child's symptoms, any treatment given and direct the parent to this policy on the school website before bringing the child back to School. The parent/ carer will be asked to sign the signing in/out book in the entrance hall.

If a child returns to school and staff feel that the child is still unwell we reserve the right to either ask the parent to take the child home or contact the parent to collect the child.

### **ADMINISTERING MEDICINE IN SCHOOL - Please refer to our separate policy.**

The School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers



## APPENDIX A

**If your child or a member of your household is experiencing new continuous cough, a high temperature or a loss of, or change in normal sense of taste or smell, then your child MUST NOT attend school and you must notify the school immediately.**

### Guidance PUBLIC HEALTH ENGLAND

#### Stay at home: guidance for households with a possible or confirmed Coronavirus (COVID 19) Infection

Updated 18 June 2020

#### Symptoms

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19 – go to testing to arrange.

What do we mean by possible or confirmed coronavirus infection (COVID-19)?

- Possible infection is where a person has coronavirus (COVID-19) symptoms and is currently awaiting a test result.
- Confirmed infection is where a person has tested positive for coronavirus (COVID-19).

#### Main messages

If you have symptoms of coronavirus (COVID-19), however mild, OR you have received a positive coronavirus (COVID-19) test result, the clear medical advice is to immediately self-isolate at home for at least 7 days from when your symptoms started. Do not go to a GP surgery, pharmacy or hospital. You should arrange to have a test to see if you have COVID-19 – go to testing to arrange.

Consider alerting the people that you have had close contact within the last 48 hours to let them know you have symptoms of coronavirus COVID-19.

Following a positive test result, you will receive a request by text, email or phone to log into the NHS Test and Trace service website and provide information about recent close contacts

After 7 days, or longer, if you still have symptoms other than cough or loss of sense of smell/taste, you must continue to self-isolate until you feel better.

You do not need to self-isolate if you only have a cough or loss of sense of smell/taste after 7 days, as these symptoms can last for several weeks after the infection has gone. See the ending isolation section below for more information.

If you live with others and you are the first in the household to have symptoms of coronavirus (COVID-19), then you must stay at home for at least 7 days. All other household members who remain well must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the household became ill. See the explanatory diagram.

Staying at home for 14 days will greatly reduce the overall amount of infection that people in your household could pass on to others in the community.

If anyone else in the household starts displaying symptoms, they must stay at home for at least 7 days from when their symptoms appeared, regardless of what day they are on in their original 14-day



isolation period. The ending isolation section below has more information, and see the explanatory diagram.

If you have symptoms, you should stay as far away from other members of your household as possible. It is especially important to stay away from anyone who is clinically vulnerable or clinically extremely vulnerable with whom you continue to share a household.

Reduce the spread of infection in your home by washing your hands regularly for 20 seconds using soap and water, or use hand sanitiser, and cover coughs and sneezes.

If you feel you cannot cope with your symptoms at home, or your condition gets worse, or your symptoms do not get better after 7 days, then use the NHS 111 online coronavirus (COVID-19) service. If you do not have internet access, call NHS 111. For a medical emergency dial 999.

If you develop new coronavirus (COVID-19) symptoms at any point after ending your first period of isolation (self or household) then you must follow the same guidance on self-isolation again. The section below (After ending self-isolation and/or household-isolation) has further information.

For full guidance see

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>



## APPENDIX B

### Managing Suspected & Confirmed Covid-19 Cases in School

#### What happens if someone becomes unwell in School?

If anyone in the setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

If a child is awaiting collection, **they will be moved to the PPA to a room** where they can be isolated behind a closed door with appropriate adult supervision. A window will be opened for ventilation.

If they need to go to the bathroom while waiting to be collected, **they should use the staff kitchen toilet**. This toilet will be out of use until it can be cleaned and disinfected using standard cleaning products.

PPE should be worn by staff caring for the child while they await collection e.g. gloves and face mask. A distance of 2 metres should be maintained if possible.

In an emergency, call 999 if they are seriously ill or injured or their life is at risk.

If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive (see 'What happens if there is a confirmed case of coronavirus in a setting?' below). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](#).

#### What happens if there is a confirmed case of coronavirus in a setting?

If a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and pupils will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

**Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days.** The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year



group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

Helen Ashe  
Headteacher

May 2020



## EQUALITY IMPACT ASSESSMENT

<b>Part A :- SCREENING EIA</b>							
<b>General Information</b>							
1. Title of the policy or practice being assessed:							
Illness School Policy							
2. Aim(s) of the policy or practice being assessed:							
All staff understand the illnesses that affect pupils at this school and they know the appropriate actions needed to mitigate the impact of illness on a child's education. To provide parents/ carers with clear guidance on the actions needed if their child is ill.							
3. Type of policy or practice being assessed:							
Existing				Proposed			
✓							
4. Name of person responsible:							
For the policy or practice				For completing this EIA			
Nadine Fairweather				Nadine Fairweather			
5. Which members of our school community are affected/likely to be affected by the policy or practice?							
Pupils	Staff	Parents and carers	Governors	School volunteers	Visitors to the school	Other –	
✓	✓	✓	✓	✓	✓		
6. Does or could this policy have a negative impact on any of the following?							
Age	Disability	Gender	Gender identity	Pregnancy or maternity	Race	Religion or belief	Sexual orientation
X	X	X	X	X	X	X	X
<b><i>Undertake a full EIA if any answer is 'yes' or 'not sure'.</i></b>							
7. Does or could this policy help promote equality for any of the following?							
Age	Disability	Gender	Gender identity	Pregnancy or maternity	Race	Religion or belief	Sexual orientation
<b><i>Undertake a full EIA if any answer is 'no' or 'not sure'.</i></b>							
<b><i>Any adverse impacts are explored in Part B :- the Full Impact Assessment below.</i></b>							

