



## Exclusion policy and procedure

### **Statement of intent**

This policy is to ensure the safety, health and wellbeing of all children, parents, and staff. We recognise that infections can spread quickly amongst small children in a childcare environment and can affect all children differently and therefore we will endeavour to ensure that infections are controlled, and good health and hygiene practices are maintained.

### **Method**

We will ensure that all our children and staff are kept healthy by reducing the risk and spread of infection. We will do this by following exclusion periods recommended by Health professionals and our own exclusion policy which is in place to limit the spread of any contagious illness which may cause pain and discomfort to others. See separate exclusion periods for illness and infection.

Westside Day Nursery will ensure that any children, parents, and members of staff who have a contagious illness are excluded from the nursery to limit the spread of the illness and reduce the risk of illness to others.

- The setting manager will inform parent / carers if there have been several cases of contagious illness so that they are aware of any signs and symptoms that may occur, allowing them to seek treatment early and keep their child at home, which will limit the spread to other children, parents, or staff members.
- Any child who arrives at Nursery who is unwell or has a recognised contagious illness will be sent home, staff will inform you how long you must keep your child off nursery for.
- You must not bring your child to nursery if they are unwell, if they have been sick etc in the night please keep them at home until they are well enough to return.
- If a child becomes ill during the session, staff will assess the child and decide whether they to be sent home. Staff can only advise and are not a trained medical professional you must seek medical attention if you are concerned about your child's health.

### **Exclusion Guidelines**

In cases where a child, parent or member of staff is known to have contracted a contagious illness or infection that could affect other children or staff the nursery will implement the following exclusion guidelines.

- Any child who has an illness that results in a greater need for care and who may be placing other children at risk of illness will be excluded until such a time as treatment has been received, the child is feeling better and or the child is no longer contagious and a risk to others.
- The local authority and any other governing body will be notified if the disease is contagious and notifiable.
- The setting will be deep cleaned thoroughly, and this will be repeated after each diagnosed case.

**History log:**

Rev.no.	Date	Description of revised issues
1	30/11/2016	Initial Revision
2	01/11/2017	No changes to content.
3	01/11/2018	No changes to content.
4	01/11/2019	No changes to content.
5	01/11/2020	No changes to content.
6	01/08/2021	No changes to content.
7	01/08/22	No changes to content.
8	01/08/2023	No changes to content.

This policy has been approved and authorised by:

Author	Approved By	Authorised By	Revision No.	Valid From
Vicky Gray	Vicky Gray	Sarah Russell	8	01/08/2023

This document has been electronically approved; hence it contains no signature(s).