



Urbis Academy Trust
Esse Optimus Qui Possum

Mayville Primary School

Illness and Infections Policy

2022

Approved by:

Date: March 2022

Last reviewed on: March 2022

Next review due by: March 2023

1. RATIONALE

- 1.1 To provide a guide for action should an infectious disease surface in the school and/or community. The policy allows for two types of situations: - a non-widespread disease that is, nevertheless, infectious and dangerous, e.g. chickenpox, meningitis. A widespread disease that is infectious and dangerous.

2. AIMS AND OBJECTIVES

- 2.1 The headteacher and trustees are committed to establishing and implementing arrangements that will:

- Ensure staff and pupils are safeguarded when on school premises, or engaged in off-site activities, (e.g. school trips, sports events etc.)
- Provide adequate facilities and arrangements for welfare
- Provide and maintain safe plant and safe systems of work without risks to health
- Ensure safe use, handling, storage and transport of articles
- Provide suitable information, training, instruction and supervision to keep all staff, pupils and visitors safe
- Respond to children who are ill or infectious, take necessary steps to prevent the spread of infection, and take appropriate action if children are ill.

3. HEADTEACHER RESPONSIBILITIES

- 3.1 When a case(s) is confirmed at Mayville Primary School, we will seek advice taken from Public Health England or the Local Authority as to whether we should close, partially close or remain open.

- We will notify parents by letter/email/text that a case is confirmed
- If the advice is that Mayville Primary School remains open, children or staff showing symptoms will be excluded for 7 days or for at least 3 days after symptoms subside – whichever is longer
- Where a case is confirmed in a parent or carer, they will be unable to come onto the school site for 7 days or for at least 3 days after symptoms subside – whichever is longer. If the student is not showing any symptoms, they will still be able to attend school if brought in by a relative or friend that is neither ill nor infectious, unless medical or Public Health England advice excludes them.

4. FURTHER ADVICE

- 4.1 The Local Health Protection Team provides information on:
- Local disease surveillance
 - Alert systems

- Investigating and managing health protection incidents
- National and local action plans for infectious diseases.

4.2 Emails: necl.team@phe.gov.uk; nencl.hpu@nhs.net

Phone: 020 3837 7084 / Out of hours for health professionals only: 020 7191 1860.

Healthwatch Waltham Forest

Email: info@healthwatchwalthamforest.co.uk

Phone: 0203 078 9990

Non-Emergency NHS

Phone: 111

Website: www.nhsdirect.nhs.uk

5. KEY GUIDELINES FOR EXCLUSION

5.1 Based upon Public Health England guidance, we adhere to the following exclusion periods depending upon the symptoms and illness.

5.2 No Exclusion

5.2.1 Head lice, Conjunctivitis, Tonsillitis, Roseola Slapped Check, Threadworms, Hand, Foot and Mouth.

5.2.2 48 Hours Exclusion

- Vomiting – after last symptom
- Diarrhoea – after last symptom
- Impetigo – until lesions are crusted & healed or 48 hours after antibiotic treatment.

5.2.3 4 days from symptoms

- German Measles*
- Measles*
- Chicken Pox – until vesicles have crusted over.

5.2.4 5 days from symptoms

- Whooping Cough* – 5 days from commencing antibiotics
- Mumps* – 5 days after onset of swelling.

5.2.5 Other

- Scarlet Fever* – can return 24 hours after commencing antibiotics

- Scabies – after the first treatment
- Ringworm – exclusion not normally required.

* **NOTIFIABLE DISEASES** (See **Appendix 5**)

5.2.6 There is a list of notifiable diseases and Mayville Primary School has a duty to keep records of any children who have suffered from any of these illnesses. Some are named in this leaflet and are marked with an ‘*’ next to the relevant illness.

5.2.7 In these cases, we work closely with the parents, the Local Health Protection Team and Ofsted to ensure we follow any additional advice that may be given.

5.2.8 If there is an outbreak of infectious disease and/or following advice provided by Public Health England, Mayville Primary School may increase the exclusion periods in order to manage the infection and reduce further transmission.

6. INFORMATION FOR PREGNANT MOTHERS

6.1 There are a number of infections, which can be harmful to the unborn baby.

6.1.1 These include:

- Chicken Pox
- German Measles* (Rubella)
- Slapped Cheek
- Measles*

6.1.2 If you or your child has been at school when one of the above infections is present, we advise you to see your GP/Midwife to check if you are immune and seek their professional medical advice.

6.1.3 Following advice from Public Health England, we recommend that all children follow the ‘Routine childhood immunisation programme’.

6.1.4 This reduces the risk of exposure to children in our care of infectious diseases. However, we are aware that the immunisation programme is not legislative.

6.1.5 Children recovering from a short-term illness/infection who are clearly unwell should not be in school and the head teacher can request that parents or carers keep the pupil at home if necessary.

6.1.6 Medicines that need to be taken three times a day should be taken in the morning, after school, and at bed time so they do not need to be administered in school.

- 6.1.8 If the parent or carer requests that the school administer medication (**prescribed only**), the headteacher will allow this on the condition that the school's Permission to Dispense Medication form is completed and signed by the parent or carer with parental responsibility. If the instructions have not been given in writing, it will not be possible for the school to accept responsibility for administering the medication. Prescribed paracetamol/nurofen will only be administered if the doctor has prescribed this.
- 6.1.9 In exceptional circumstances, a telephone call may be made to the parent or carer to obtain verbal consent. A record will be kept in the medicine record book. A telephone permission slip will also be completed by the member of staff and to be signed by the parent or carer when they collect their child at the end of that school day.
- 6.1.10 In the case of chronic illness or disability, i.e. asthma, diabetes, syndromes, such as ADHD etc. pupils may need to take prescribed drugs or medicines on a regular basis during school hours in order to lead a normal life within a mainstream school setting. Only those members of staff already named should administer the medication and a record kept.
- 6.1.11 If a child refuses to take medication, staff will talk to the child and record his/her reason for refusal. The school will then inform the child's parent or carer as soon as possible of the refusal and request that they attend school to deal with the situation.
- 6.1.12 We are happy to administer antibiotics if your child has been given a prescription. Please ensure you discuss with the school your child's illness, dosage and frequency of medication, and any possible side effects that your child may have from the medication.

6.2 How can YOU help?

- 6.2.1 You can help support infection control by following the guidance in this policy and encouraging good personal hygiene:
- Regular handwashing with soap
 - Covering your mouth when you cough/sneeze
 - Using a tissue where possible and disposing of tissues into the rubbish bin (with lids) promptly and carefully
 - Cleaning hard surfaces e.g. door handles
 - Making sure all children are encouraged and supported to follow the above.

APPENDIX 1 – SAMPLE LETTER IF ADVICE IS THAT INFECTED CHILDREN STAY AT HOME, BUT IF UNINFECTED OTHERS MAY COME IN TO SCHOOL DESPITE INFECTION OF FAMILY MEMBERS

Dear Parents

As you may well have heard (**insert name of the disease**) has been spreading quickly through Waltham Forest along with other parts of London.

There have been several confirmed cases in Waltham Forest schools. The advice that we have had from the Local Health Protection team is that COMPLETE WITH ADVICE – e.g. the infection is not life threatening although may involve unpleasant symptoms.

Following a risk assessment carried out by Public Health England, the local NHS primary care trust and local authority, the school has been advised that no other actions are necessary and the school will remain open as usual.

DELETE THIS PARAGRAPH IF NOT APPLICABLE: (**insert name of the disease**) is in the community and therefore, we have been advised that there is nothing to be gained from keeping healthy children away from school; they are as likely to catch (**insert name of the disease**) outside of school as within.

With so many cases being reported, it is quite possible that a majority of schools in Waltham Forest will report cases within the next two weeks. All schools in Waltham Forest are also being advised to behave as they would with any similar illness. Schools will remain open unless we cannot guarantee that there will be enough adults to ensure safe supervision of children.

Parents are advised to manage common childhood symptoms, e.g. treat fever with medication, ensure sufficient fluid intake etc. If the child is ill with (**insert name of the disease**) like symptoms they should be kept away from school to avoid infecting other children and staff. Siblings of children who have either been diagnosed with (**insert name of the disease**) or who have (**insert name of the disease**)-like symptoms should attend school as normal as long as they remain symptom-free.

If parents are concerned that their child is unwell and is displaying some of the symptoms of the infection, they should call the non-emergency NHS contact number: 111 or their GP practice for more information.

For general information, please call the national (**insert name of the disease**) information line CONTACT NUMBER. Information can also be found at www.nhs.uk and DISEASE-SPECIFIC WEBSITE.

Thank you for your co-operation at this difficult time. Please contact the school office should you have further concerns.

Yours sincerely

APPENDIX 2 – SAMPLE LETTER IN THE CASE OF A MENINGOCOCCAL DISEASE OUTBREAK

Dear Parents

I am writing to inform you that a Mayville Primary School student has recently been admitted to hospital with suspected meningococcal infection. The school has taken advice from the local NHS primary care trust and no further action is necessary at the present time. There is no reason to make any changes in the school's routine and no reason for children to be kept at home.

Meningococcal bacteria are carried in the back of the throat of about one in ten people at any one time, but only very rarely cause illness. Most people who carry the bacteria become immune to them. The bacteria do not spread easily and those who have had prolonged, close contact with the person with meningitis/septicaemia are at a slightly greater risk of getting ill. These people have been identified and given antibiotics to stop the bacteria spreading.

Although the risk of another case in the school is very small, it is sensible to be aware of the signs and symptoms: fever, vomiting, bruising rash, severe headache, rapid breathing, stiff neck, dislike of bright light, cold hands and feet, joint/muscle pain.

Not all of these signs and symptoms may show at once, but someone with this illness may become very ill. The illness may progress over one or two days but it can develop very rapidly, sometimes in a matter of hours.

Diagnosis in the early stages can sometimes be difficult. The early signs can be similar to bad 'flu symptoms, but be watchful and use your judgement. If someone becomes ill with some of these signs or symptoms, contact the doctor urgently and ask for advice.

If you have individual worries about this case, you can speak to a member of the Health Protection Team on 020 3837 7084 during normal working hours. Further information is available 24 hours a day from the following:

The Meningitis Research Foundation

Website: www.meningitis.org

Telephone: 0808 800 3344

The National Meningitis Trust

Website: www.meningitis-trust.org

Telephone: 0845 6000 800

Non-emergency NHS contact number: 111.

I will keep you informed should the situation change.

Yours sincerely

APPENDIX 3 – SAMPLE LETTER IN THE EVENT OF THE SCHOOL CLOSING

Dear Parents

Public Health England has informed the school that some of its students have been diagnosed with **(insert name of the disease)**.

The student is / students are receiving the appropriate medical care. Close contacts of the student(s) are receiving antimicrobial drugs as a precaution (delete if inappropriate).

Following a risk assessment carried out by Public Health England, the local NHS primary care trust and local authority, as a precaution the school has been advised to close temporarily with immediate effect for a period of INSERT NUMBER days. We plan to reopen on _____.

The school is working closely with the Public Health England, NHS colleagues and local authorities to monitor the situation.

If you or your child develop symptoms of **(insert name of the disease)** like illness, the advice of the Health Protection Agency is to stay at home and contact your GP or the non-emergency NHS line: 111. Each case will be assessed and, if necessary, testing and treatment will be provided.

Good basic hygiene can help to reduce transmission of most infections, including **(insert name of the disease)**.

This includes:

- Covering your nose and mouth when coughing or sneezing, using a tissue when possible.
- Disposing of dirty tissues promptly and carefully.
- Washing your hands frequently with soap and water to reduce the spread of the virus from your hands to your face or to other people.
- Cleaning hard surfaces (such as door handles) frequently using a normal cleaning product.
- Making sure your children follow this advice.

For more information on **(insert name of the disease)** call the national information line on INSERT NUMBER.

Alternatively, visit the Public Health England website:

<https://www.gov.uk/government/organisations/public-health-england>.

Your child will be able to continue with school work online via Moodle and Insight.

Yours sincerely

APPENDIX 4 – WHO THREAT LEVELS

Inter-pandemic Period		
1	No new influenza virus subtypes detected in humans	UK not affected
2	Animal influenza virus subtype poses substantial risk	UK has strong travel/trade connections with affected country
		UK affected
Pandemic Alert Period		
3	Human infection(s) with a new subtype, but no new human to human spread to a close contact	UK not affected
4	Small cluster(s) with limited human-to-human transmission but spread is highly localised, suggesting that the virus is not well adapted to humans	UK has strong travel/trade connections with affected country
5	Large cluster(s) but human-to-human spread still localised, suggesting that the virus is becoming increasingly better adapted to humans	UK affected
Pandemic Period		
6	Increased and sustained transmission in general population	UK Alert Level
		1. Virus/cases only outside the UK
		2. Virus isolated in the UK
		3. Outbreaks in the UK
		4. Widespread activity across the UK
Post Pandemic Period		
End of pandemic, return to inter-pandemic period.		

APPENDIX 5 – NOTIFIABLE DISEASES

Diseases notifiable to local authority proper officers under the Health Protection (Notification) Regulations 2010:

- Acute encephalitis
- Acute infectious hepatitis
- Acute meningitis
- Acute poliomyelitis
- Anthrax
- Botulism
- Brucellosis
- Cholera
- Coronavirus (COVID-19)
- Diphtheria
- Enteric fever (typhoid or paratyphoid fever)
- Food poisoning
- Haemolytic uraemic syndrome (HUS)
- Infectious bloody diarrhoea
- Invasive group A streptococcal disease
- Legionnaires' disease
- Leprosy
- Malaria
- Measles
- Meningococcal septicaemia
- Mumps
- Plague
- Rabies
- Rubella
- Severe Acute Respiratory Syndrome (SARS)
- Scarlet fever
- Smallpox
- Tetanus
- Tuberculosis
- Typhus
- Viral haemorrhagic fever (VHF)
- Whooping cough
- Yellow fever.