



Kindergarten

Dunedin Rudolf Steiner

Learning with head, heart and hands

Illness – procedure

Health and Safety Reg 46 HS26

To ensure children and staff who become unwell are cared for appropriately:

1. Should a person become unwell while attending Kindergarten a staff member will isolate the person (in the staff room), ensure they are comfortable and check on them every 5 minutes until an adult arrives to collect them.
2. The child's parent or the next of kin will be contacted and asked to collect the person/child.
3. If parents or next of kin are unavailable the emergency contact person (on the enrolment form) will be asked to come and collect the child

To ensure that the spread of infectious diseases is kept to a minimum:

1. When children are clearly unwell parents are asked to keep their children at home. Parents should ring the Kindergarten and inform staff that their child will be absent. When staff are clearly unwell they are asked to return home.
2. When a child has had diarrhoea, conjunctivitis, vomiting or other contagious illness parents are asked to ensure that their child does not return to the Kindergarten for at least 48 hours after the symptoms have ceased. When a staff member has had diarrhoea, conjunctivitis, vomiting or other contagious illness they are asked to stay home for at least 48 hours after the symptoms have ceased.
3. Any child or adult suffering from any infectious or contagious disease or condition shall not attend kindergarten or school until such time as the contagious period is past. Refer to the Contagious Diseases poster in the staff corridor. The Head Teacher, and the Principal have the discretion to exclude children with health conditions not noted above.

4. Children and staff, who are not immunised against measles, or have no immunity to measles, who have been close contacts of a measles case during the infectious stages must be excluded from kindergarten for 14 days from their last contact. (Refer to Ministry of Education regulations).
5. Gloves must be worn at all times when dealing with body fluid, cuts grazes etc. Contaminated waste must be discarded into the rubbish bins in a plastic bag. All linen and equipment used in delivering first aid must be cleaned with a bleach solution.
6. Where there is a serious injury or illness or incident involving a child while at the service that is required to be notified to a specified agency, the service provider must also notify the Ministry of Education at the same time.

Review and implementation of practices as required

Each room's register will be checked and recorded on the monthly Health and Safety review form in order to inform staff of any hazards needing attention or any amendments or changes to the programme required.

Print Name _____ Position: _____

Signed: _____

Dated: ____/____/____ Review Date: ____/____/____