



The Old Potting Shed
Coombe Lodge
Bath Road
Blagdon
BS40 7RE

Useful information

During the handover at the end of the day staff will update you on all of the things that they have been doing during the day. This will include information about; activities, things your child has enjoyed, meal times, nappy changes and sleep.

Occasionally staff will also need to discuss:

- An accident or incident that has occurred during the day
- Illness
- Medication

All of these will require you to complete our documentation and you will be asked to sign to say that they have been discussed with you.

We would be grateful if you could inform us if:

- Your child is going to be absent from nursery
- Someone different is collecting your child
- There are any family changes that may affect your child
- Sibling illness
- Your child has had an accident at home and has been injured – you will be asked to complete a form to log the injury
- Your child is taking any medication
- There is a change in routine – food / sleep / Bottles
- Things that they are interested in at home
- Achievements / milestones

Sickness and Nursery

If a child became ill whilst attending Nursery, the Nursery Manager and other qualified staff would investigate the symptoms and if necessary consult NHS Direct. The Nursery Manager/Room Leaders may contact parents/carers to collect their child from nursery where it is felt that they are too ill to stay in the settling, pose a risk to others or need medical attention.

Employees and children should not attend the nursery when they have a condition or illness that can be deemed to be infective and could bring harm to others.

This is not an exhaustive list but all the below-mentioned have implications for spreading of the illness to others. We also consult the Health and Safety Guidelines.

GUIDELINES FOR ILLNESSES WHERE CHILDREN ARE ASKED TO REFRAIN FROM ATTENDING

<u>Ailment/Illness</u>	<u>Exclusion period/Treatment</u>
CONJUNCTIVITIS	Must take to doctor to confirm and treat. Infection must be clear before a child can attend Nursery.
CHICKEN POX	7 days from outset of rash, until sores have dried and scabbed over.
CRYPTOSPORIDIOSIS	48 hours from the last episode of diarrhoea
FLU	Until recovered

GASTROENTERITIS/ GASTRIC DISORDERS	One clear week since last episode.
GERMAN MEASLES / MEASLES	4 days from onset of rash
MUMPS	10 days from outset of swollen glands.
SCABIES IMPETIGO SKIN DISORDERS	48 hours after full course of treatment/until infection has cleared. Children with impetigo should be kept from nursery until spots have dried up and no longer leaking fluid. With use of antibiotics, impetigo usually heals within a week.
DIARRHOEA	After a minimum of 2 soiled nappies, exclusion 48 hours.
HIGH TEMPERATURE	Infant suspension can be administered to bring a temperature down, if we cannot maintain a safe temperature, a child will need to be collected for his/her own safety.
HAND, FOOT & MOUTH	No treatment is required for hand, foot and mouth disease, mild painkillers may be given to relieve discomfort from the blisters. Recovery occurs within one week.
MUMPS	Exclude for five days after onset of swelling
SCARLET FEVER	Common treatment is a short course of antibiotics. Paracetamol can be used to bring down the fever. Children should be excluded for 24 hours after the start of treatment, and kept away from other children as much as possible.
SHINGLES	Exclusion only if rash weeping and cannot be covered
TONSILITIS	Antibiotic treatment required, exclusion until infection clear.
ANTIBIOTIC MEDICINE	24 hrs exclusion after initial dose of antibiotic
VOMITTING	After 48 hours from onset.
WHOOPIING COUGH	5 days from starting antibiotic treatment or 21 days if no treatment started

Non attendance

We offer you flexi-days which you can take whenever you want. A flexi day allows you to take your child out of the nursery on a day of your choice without being charged. Flexi days will be offered on a pro rata basis e.g. a full-time place (5 days a week) will be offered 5 Flexi days a year.

All other non-attended sessions through holiday or illness will be charged at the normal rate of the session.

Mealtimes

We have wide range of food on offer at the nursery which is produced as part of a 4 week rotating menu. All of the food is made on site and can be varied to suit your child's needs. All of the main meals are two courses and snacks are fruit or vegetable and a bread based food.

Water is available all day and milk is offered at some snack times.

Mealtimes are as follows:

Breakfast	8:00 – 9:00
Snack	between 10:30 – 11:00
Lunch	12:00 – 13:00
Evening meal	16:00 – 17:00

Our older children will often have a snack in the afternoon as well.