Imperial college Early Years 8 Princes Gardens London SW7 1NA

***COVID-19- Administering Medicine and Care of Sick Children Policy***

Imperial College Early years are implementing new measures to ensure the safety of our children and adults. This includes our COVID-19 Infection Control Guidance and our Administering Medicine and Care of Sick Children Policywe have been updating and introducing different measures in line with the latest government guidance.

* [What to do if a child or adult is displaying symptoms, or is a confirmed case, of coronavirus (COVID19) in an early years setting (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/947315/EY_close_contact_actions_document.pdf)
* Guidance for parents and carers on supporting children and young people’s mental health and wellbeing during the coronavirus (COVID-19) pandemic - GOV.UK (www.gov.uk)
* [Early years and childcare: coronavirus (COVID-19) - GOV.UK (www.gov.uk)](https://www.gov.uk/government/collections/early-years-and-childcare-coronavirus-covid-19)
* [Safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE) - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe)

Staying at home for a prolonged period and the change of routine may have caused difficulties for some children. EYEC will consider the mental health, pastoral or wider wellbeing support children may need including dealing with bereavement and how to support them to transition back to the setting after a long period of absence.

In order to control the spread of infection we will need to stringently follow our guidelines and policies. Parents and carers must ensure that all contact details are correct and during the day they are contactable.

The Early Years team will immediately act upon any of the following most common COVID-19 symptoms found:

* High temperature 37.8 or above
* New continuous cough (i.e. you have started coughing repeatedly)
* Loss of, or change in, normal sense of taste or smell

**If a child shows COVID-19 symptoms whilst attending the Early Years**

If a child becomes ill and is suspected of having COVID-19 symptoms while at the Early Years, staff will make every effort to make them comfortable, and offer water and loosen clothing.

Staff will contact parents or carers in order to arrange for the child to be collected. As our rooms are spacious, the child can be moved into a different area and made comfortable, however, if the parents or emergency contacts cannot be contacted, the child will be isolated with a member of staff until the parent or carer arrives in the isolation room (where possible another member of staff will support). The isolation room should only be accessed by the main stairwell and not crossing through the adjoining doors of the rooms. To minimise the spread of infection staff supervising the sick child will wear masks. If a child is awaiting collection, appropriate PPE should be used if close contact is necessary. Further information on this can be found in [www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care](https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care). If safe to do so, a window should be opened for fresh air ventilation if possible. Any rooms they use should be cleaned after they have left.

On the parent’s arrival, the child will be taken to meet them by the same person involved with their care to the designated collection area. Parents will be advised on how to obtain a COVID-19 test (see below) Once the child has been collected and left the building, the Early Years will be thoroughly cleaned.

Confirmed cases, without identifying the child, will be communicated to all parents with children attending.

**After caring for a sick child**

* They should wash their hands thoroughly for 20 seconds after contact.
* Staff have access to shower facilities, if needed
* The member of staff caring for the sick child will not need to go home unless they show symptoms or unless advised to do so by NHS Track and Trace.
* The PPE will be disposed by being double bagged and stored separately for 72 hours in a bin on the balcony before being disposed of in regular waste (see the EYEC cleaning measures)

**A child requiring emergency first aid after becoming unwell**

* If a child becomes unwell and needs urgent first aid assistance this will be administered immediately by the internal first aid team/coordinator and emergency services called via security, the parents will also be contacted as soon as reasonably practicable. If CPR is required, first aid ventilation face masks will be provided. All used first aid items used should be double bagged and disposed of safely.

**If a staff member shows COVID-19 symptoms whilst working at the Early Years**

If a staff member develops symptoms of coronavirus (COVID-19), however mild, they are to inform management of symptoms and should be sent home. They will be asked to arrange a PCR test via NHS 119 service, book an appointment at a drive-through centre or go to a walk-in centre. They will need to remain at home until the result is returned. If the test is positive, they must stay home to self-isolate for at least 10 days and are asymptomatic. (Those in the same household must self-isolate at home for 10 days) If the test result is negative and the staff member is well then, they should return to EYEC. <https://www.imperial.ac.uk/safety/safety-by-topic/laboratory-safety/biological-safety/covid-19-guidance/>

*Please refer to the PHE Stay at home:* [Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection)

**If a child or parent or someone in their household becomes ill at home**

The first sign of illness should be reported to the Early Years in order for the Head of the Early Years or the Senior Management team to decide for the next course of action.

Parents should phone or email the Early Years as soon as the child or the parent or anyone in the household shows any COVID-19 symptoms or any other illnesses. To ensure that they do not make a futile journey.

If a child or parent has symptoms, they should isolate along with other members of the household (include siblings) for 10 days or until a negative test result has been confirmed.

If you've tested positive for coronavirus (COVID-19) either through a PCR test or lateral flow, you usually have to self-isolate for 10 full days. You may be able to leave self-isolation on or after day 6 of your self-isolation period if certain conditions are met. A negative lateral flow test on days five and six of self- isolation will need to be produced. A lateral flow on day 5 needs to be negative and another needs to be taken 24 hours later on day six. Assuming this is negative and no temperature, the child or parent can come out of isolation. If one of the tests returns positive, the child or parent must wait until receiving 2 consecutive days of negative tests to leave isolation or wait the full 10 days.

Those who leave self-isolation on or after day six following a negative test and do not have a temperature are advised to wear face coverings, limit close contact with vulnerable adults and other people in crowded or poorly ventilated spaces, and work from home if possible.

**If a child looks ill on arrival at the Early Years**

Any child who appears unwell on arrival at the Early Years will have their temperature checked. If their temperature is high, they will be asked to be taken home. Parents should arrange a COVID-19 test. If the child tests negative and are completely well, without a temperature, they may return to the EYEC. It is imperative that parents/carers also notify staff if they have administered medicine for pain or if they suspect their child is unwell. If it is the case that the parent has administered medicine in the morning for a high temperature then the child must not attend the Early Years and they should remain at home until they are completely well, have received a negative test result and without atemperature or requiring medicine to control their temperature.

**Obtaining a COVID-19 test**

Any adult or child with COVID-19 symptoms can obtain a PCR test by calling NHS 119, go to a walk-in centre or book an appointment at a drive-through centre. If a negative result is received and they are no longer symptomatic or feeling unwell with another illness (for example cold or flu) they may return to EYEC. Any positive result will mean they must remain away from EYEC and self-isolate for at least for 10 days from the onset of their symptoms and then only return to EYEC if they do not have symptoms other than cough or loss of sense of smell or taste (these can last for several weeks once the infection has gone). They may be able to leave self-isolation after 5 full days if certain conditions are met. They must have 2 negative lateral flow tests, to be taken 24 hours apart, and on consecutive days with no temperature, however, should one lateral flow read positive, the process should be restarted until both results read negative. If they still have a high temperature after the 10-day period, they should keep self-isolating until the temperature returns to normal. Members of the household must self-isolate for 10 days or less (refer to current guidelines) even if they do not experience symptoms during this period. Close contacts should still take daily Lateral flow tests for 7 days after the last contact with the positive case.

Positive test results must be notified to NHS Test and Trace and to the College

The College’s Test and Trace facility for asymptomatic staff and student is available here: http://www.imperial.ac.uk/occupational-health/covid-19-contact-tracing-hub/

**Reporting COVID-19 and other illnesses**

Please immediately inform the Early Years Education Centre of any illnesses within the household, including COVID-19 by contacting the following;

Tracy Halsey Head of Early Years 0207 594 5127

Liz-Anne des Vignes Deputy Head 0207 594 5120

Email address: [eyec-general@imperial.ac.uk](mailto:eyec-general@imperial.ac.uk)

If a member of staff, child, parent, or household member has COVID-19 symptoms or has been diagnosed with COVID-19 please also follow Imperial College’s guidance for reporting COVID-19.

The EYEC management will report all confirmed cases of COVID-19 to DfE, PHE, Local authority, and OFSTED for definitive advice on actions to take in a positive case (either staff member or child), including the need to send home those people who have been in close contact with the person who tested positive. To assist this process EYEC will keep a proportionate record of children and staff in specific groups and any close contact that takes place between children and staff in different groups.

Updated 20 January 2022