Apollo After School Club

Children's Health

First Aid, Illnesses, Infection Control & Accidents

At Apollo After School Club we will promote the good health, including oral health of the children that we look after. We will deal promptly and effectively with any illnesses, accidents or injuries that occur while children are in our care. We take all practical steps to keep staff and children safe by taking appropriate action if children are ill or infectious. This keeps children and staff safe from communicable diseases.

All parents or carers must complete the **Medical Form** when their child joins the Club, requesting permission for emergency medical treatment for their child in the event of a serious accident or illness.

We will record any accidents or illnesses, together with any treatment given, on an **Incident Record** or **Accident Record** sheet as appropriate, which the parent or carer will be asked to sign when they collect the child.

Apollo After School Club cannot accept children who are ill or infectious. If any children are ill when they first arrive at the Club, we will immediately notify their parents or carers to come and collect them. Any children who have been ill or infectious should not return to the Club until they have fully recovered, or until after the minimum exclusion period has expired (see table at the end of this policy).

First aid

Apollo After School Club have staff that are Paediatric First Aid trained. These members of staff have a current paediatric first aid certificate and have attended a 12 hour paediatric first aid course, which complies with the requirements of Annex A of the EYFS. This training will be renewed every three years.

To ensure that there is a qualified paediatric first aider present and available at all times we will take into account the number of children and layout of the premises to ensure that first aiders are able to respond quickly to any incident. Other staff who do not hold Paediatric First Aid 12 hour training will be available to ensure timely and effective first aid response to any incident requiring attention.

The location of the first aid box and a list of qualified first aiders are clearly displayed at the Club. The designated First Aider and manager regularly check the contents of the first aid box to ensure that they are up to date, appropriate for children and comply with the Health and Safety (First Aid) Regulations 1981.

The manager will ensure that a first aid kit is taken on all outings and that at least one member of staff on the outing holds a current paediatric first aid certificate.

Allergy Management and Benedict's Law

Apollo After School Club is committed to providing a safe environment for all children with allergies and medical conditions. We will work in partnership with parents/carers to ensure that

every child with a known allergy or medical condition has an up-to-date individual healthcare or allergy plan, detailing their condition, symptoms, medication, emergency treatment and any dietary requirements.

We will obtain allergy and dietary information before a child starts attending the setting and will review this information regularly, or whenever a child's needs change. All staff will be made aware of children's allergies and medical needs, and food preparation, snack and meal routines will be managed to minimise the risk of accidental exposure to allergens.

All staff will receive appropriate training to recognise the signs and symptoms of an allergic reaction, including anaphylaxis, and will know how to respond promptly in an emergency. Where a child has been prescribed an adrenaline auto-injector (AAI), parents/carers must provide the prescribed device(s), which will be stored safely, remain readily accessible at all times, and accompany the child whenever they are in our care. Staff will administer prescribed emergency medication where necessary and in accordance with the child's healthcare plan or from the advice from emergency services.

From September 2026, schools have additional responsibilities for supporting pupils with medical conditions under legislation commonly referred to as *Benedict's Law*.
As an independent childcare provider (PVI), we will continue to meet all of our existing responsibilities under the Early Years Foundation Stage (EYFS) and the Childcare Register.

Where our provision is delivered on behalf of, or in partnership with, a school, we will work collaboratively with the school to ensure clear arrangements are in place for supporting children with allergies and medical conditions, including agreeing emergency procedures where appropriate. Where our provision is an inhouse school based provision, operated by the School, our usual policies and procedures apply to our wrap around.

We review our allergy management procedures yearly or when a need arises to reflect current legislation, guidance and best practice, ensuring that children's health, safety and wellbeing remain our priority.

Procedure for a minor injury or illness

The first aider at the session will decide upon the appropriate action to take if a child becomes ill or suffers a minor injury.

- If a child becomes ill during a session, the parent or carer will be asked to collect the child as soon as possible. The child will be kept comfortable and will be closely supervised while awaiting collection.
- If a child complains of illness which does not impair their overall wellbeing, the child will be monitored for the rest of the session and the parent or carer will be notified when the child is collected.
- If a child suffers a minor injury, first aid will be administered and the child will be monitored for the remainder of the session. If necessary, the child's parent will be asked to collect the child as soon as possible.

Procedure for a major injury or serious illness

In the event of a child becoming seriously ill or suffering a major injury, the first aider at the session will decide whether the child needs to go straight to hospital or whether it is safe to wait for their parent or carer to arrive.

- If the child needs to go straight to hospital, we will call an ambulance and a member of staff will go to the hospital with the child. The staff member will take the child's **Medical Form** with them and will consent to any necessary treatment (as approved by the parents on the **Medical Form**).
- We will contact the child's parents or carers with all urgency, and if they are unavailable we will call the other emergency contacts that we have on file for the child.

- After a major incident the manager and staff will review the events and consider whether any changes need to be made to the Club's policies or procedures.
- We will notify Ofsted and child protection agencies in the event of any serious accident, injury, illness or death of a child in our care as soon as reasonably possible and within 14 days at the latest.
- We will notify HSE under RIDDOR in the case of a death or major injury on the premises (eg broken limb, amputation, dislocation, etc – see the HSE website for a full list of reportable injuries).

Infection Control

Hand hygiene is one of the most important ways of controlling the spread of infections, especially those that children are especially susceptible to. We will ensure access to soap, warm water and paper towels are available at all times. In the case where this is not possible, alcohol hand gel can be used on hands that are not visibly dirty.

All children will be reminded to clean their hands after using the toilet, before eating and handling food and at other times necessary (such as messy activities or if animals are present).

Our setting is cleaned regularly and to a set schedule. We will take advice of the UKHSA health protection team should any outbreak of infection at our setting be noted.

Apollo After School Club follows the advice set out in the UK Government guidance 'Health Protection in Children and Young People settings' on the prevention of infection.

Communicable diseases and conditions

If a case of head lice is found at the Club, the child's parents or carers will be discreetly informed when they collect the child. Other parents will be warned to check their own children for head lice, but care will be taken not to identify the child affected.

If an infectious or communicable disease is detected on the Club's premises, we will inform parents and carers as soon as possible.

If there is an incident of food poisoning affecting two or more children looked after at the Club the Manager will inform Ofsted as soon as possible and within 14 days at the latest.

If there is an outbreak of a notifiable disease at the Club, we will inform the local health protection unit, HSE under RIDDOR (if appropriate), and Ofsted.

Useful contacts

Health Protection Unit, Thames Valley HPT (South East) : 0344 225 3861
Ofsted: 0300 123 1231
RIDDOR Incident Contact Unit: 0845 300 99 23

This policy was updated and adopted by: **Apollo Youth Club**	Date: August 2026
To be reviewed: July 2027	Signed: Jackie Daniel, Chair

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2026): Safeguarding and Welfare Requirements: Paediatric First Aid, (3.37-3.40) Health (3.59, 3.62), Safety and suitability of premises environment and equipment (3.78, 3.79),*

Minimum exclusion periods for infectious conditions and diseases

Disease/Condition	Exclusion period
Chicken Pox	At least 5 days from onset of rash and until all blisters have crusted over
Cold Sores	None. Avoid contact with sores
Conjunctivitis	None
Covid-19 and other respiratory infections	Should not attend if displaying a high temperature and are unwell. Those who test positive for Covid-19 should not attend the setting for 3 days after the day of the test
Diphtheria*	Exclusion always essential; consult local Health Protection Team
Diarrhoea and Vomiting	48 hours after last episode of diarrhoea or vomiting
Flu (influenza) or similar	Until recovered
Glandular Fever	None
Gastro-enteritis, E. Coli, Food Poisoning, Salmonella and Dysentery	48 hours after last episode of diarrhoea – further exclusion may be required for some children
Hand, Foot and Mouth disease	None
Head Lice	None
Hepatitis A*	Until 7 days after onset of jaundice
Hepatitis B* and C*	None
High temperature	24 hours
HIV/AIDS	None
Impetigo	Until lesions are crusted and healed, or 48 hours after starting antibiotic treatment
Influenza	Until recovered
Measles*	4 days from onset of rash and well enough
Meningitis*	Until recovered
Mumps*	5 days from onset of swollen glands
Pertussis* (Whooping cough)	5 days from commencing antibiotic treatment or 21 days from the onset if antibiotics not given
Ringworm	Exclusion not usually required
Rubella* (German Measles)	4 days from onset of rash
Scabies	Until first treatment has been given
Scarlet fever*	24 hours after starting antibiotic treatment
Slapped Check, Fifth Disease/Parvovirus	None (once rash has developed)
Threadworms	None
Tonsillitis	None
Tuberculosis*	Consult local Health Protection Team
Typhoid*, Paratyphoid*	48 hours after last episode of diarrhoea – further exclusion may be required for some children
Warts (including Verruca)	None. Verruca sufferers should keep feet covered

* Denotes a notifiable disease.

If in any doubt contact local health services for further information.