**Flu Pandemic policy**

**Policy Statement**

This setting recognises that it is important to plan for, reduce the risks of, and manage effectively an outbreak of any life-threatening and infectious disease, including, but not limited to, Swine Influenza (Swine Flu), Bird Influenza (Bird Flu) and Severe Acute Respiratory Syndrome (SARS).

**Aim**

The playgroup aim to make children, staff, parents/carers and all relevant government agencies aware of any potential outbreak of such an infectious disease and what subsequent actions the playgroup plan to take.

**Procedures**

• If any child or staff member is diagnosed with a disease covered by this policy we will advise OFSTED, LA, HSE and The Dawnay School. We fully comply with RIDDOR.

• If there is a national pandemic or more localised outbreak the playgroup may be notified of this and will in turn notify all parents/carers and staff. We will also notify parents/carers if we are required by the Dawnay School, local authority or any other government agency that the setting must close, and when it may reopen.

• The playgroup will endeavour to operate normally but recognise that there may be higher than usual levels of staff absence. In this circumstance the playgroup will endeavour to cover any shifts in order to comply with the legal requirements for staff to children ratio. If this is not possible the Pre-School Leaders may take a decision to close the setting and will then inform parents/carers.

• All staff should be available for work as normal unless otherwise instructed by the Pre-School Leaders. If the playgroup has been informed of a pandemic reaching the area any staff with influenza-like symptoms must not come to work.

• The playgroup will ensure that it has an up-to-date contact details for parents/carers and staff.

• Signs and symptoms of flu can include fever, cough, sore throat, aching body, headache, or fatigue.

• lf a child who has a condition covered by this policy comes to the playgroup the child will be separated from other children until they can be collected. Contact by staff with the ill child should be minimised, but still recognising that many children are quite young and may not understand fully what is happening.

• Any staff showing sudden signs or symptoms of any condition covered by this policy will be encouraged to go home and any children showing signs or symptoms should be collected as soon as possible.

• Any child with flu symptoms may only return to playgroup once they are fully recovered. If staff do not feel that a child is well, they will separate the child from the other children and call a parent/carer to collect them.

• Any child who has had sickness or diarrhoea must not return to the playgroup for at least 48 hours after it has ended.

• There will be no refunds due for any cancelled sessions.

• Playgroup Leaders will encourage all staff and children to follow these procedures to prevent/contain the situation in our Playgroup;

o All staff and children wash their hands regularly and use disposable tissues rather than towels to dry their hands

o Cover noses when sneezing, using a tissue when possible

o Put hand over your mouth when you cough, using a tissue when possible

o Dispose of all tissues immediately and appropriately

o Cleaning hard services (e.g worktops, tables, door handles) frequently o Visitors, other than parents and carers will be kept to a minimum

o Certain activities that may promote exchange of bodily fluids will reviewed and may be suspended i.e playdoh, sand, and water play