

HOLIDAY CLUBS COMPLEX HEALTH POLICY

The School is committed to encouraging and promoting good health. Children's health is of paramount importance. With training and support from the child's parent/carer, the playscheme will suitably support all children's health needs. We understand that some children have complex health needs and we will support every child's needs.

Epilepsy

We realise that a large majority of children have Epilepsy. We will take all necessary steps to become suitably trained to manage the Epilepsy. We will work in partnership with the child's parent/carer, GP or health visitor to manage their Epilepsy whilst at the club. Please see the Medication Policy for administering medicine for care of a child having a seizure.

Epilepsy Management File

Any child who attends one of the Early Years and Childcare Settings must have an Epilepsy Management File filled out by their parent/carer, which is included in the children's Passport to Play. This form must be shared with all relevant staff members, particularly the designated First Aid staff member and the child's key worker.

Communication

It is important that all of the staff know the following:

- Which children are epileptic
- Which children require medicine for a fit
- Where the medicine box is
- Who the designated first Aider is

This information can be discussed at the staff meeting at the beginning of the day. Any staff member who is unsure about a child's medical condition must talk to the Playleader who will support the staff member.

Refusal

No child will be refused a place at any setting because they have complex health needs. However the Playleader must decide whether the First Aid knowledge of the staff is adequate enough to cope with a child's needs. Where inadequacy arises, the child's parent/carer and the Playleader should discuss a way to accommodate the child safely so that the child's needs, in the event of an emergency, are adequately and safely met. Additional training for the child's Key Person should be taken out with the child's parent/carer and school nurse.

Training

The Playleader is responsible for ensuring that there are enough staff able to deal with the child in the event of an emergency. They should ensure that a staff member that has been trained to care for the child's complex needs is working every day. The Playleader must also check that there is a trained staff member at each session who is able to administer any medicine needed in the event of an emergency.

When giving other medication please note that crushing tablets or opening capsules to make drugs easier to swallow is potentially lethal. Some medicines are meant to be slow releasing and should not be crushed. (www.druginfozone.nhs.uk)

Policy for the Management of Allergies

We ensure children are able to play and learn in a safe and risk free setting. We will ensure that any child with an allergy receives proper care and support and we will help allay any concerns. This policy will

ensure all children with allergies are properly cared for and have a thorough care plan in place, alongside a thorough risk assessment to manage and minimise the risk.

Any parent/carer with an allergy detailed in their child's Passport to Play will be required to complete a Management Plan for their child on or before their child's first day at playscheme.

Any child requiring medication such as an EpiPen to treat symptoms of an allergy should have the medication brought in each session by a parent/carer and delivered to the Playleader. The Medication should have its prescription labelled on it, and be in date. The medication should either be stored in a safe container or on a designated staff member if necessary. All staff should know where the medicine is safely stored.

All staff administering medication such as an EpiPen will be sufficiently trained before the child attends their first session, either by the child's GP, school nurse or a community nurse. All children with a food allergy will only be allowed to eat their own personal safe food. This should be food only supplied by parents/carers, stored in clearly labelled, sealed container. Staff should not give other foods from other sources. Staff should ensure children do not swap foods.

When necessary, settings may become 'allergy food free' with all parent/carers agreement and consent to supporting the child with allergies. All parent/carers should be actively involved in the decision and all should be supported in taking part in the role.

Where necessary to reduce the risk of allergy, children could sit on tables away from allergy food, but never on their own. This management should be carried out sensitively and children should be grouped accordingly depending on which table contains which food. Staff should ensure tables; surfaces and hands are thoroughly cleaned.

Those children with allergies will have the allergy risk and management taken into account when compiling their risk assessments.

Staff should always be aware of allergies and take precautions whenever necessary.

Staff should always consult parent/carers of children for advice and guidance.

Promoting Health

Our clubs promote physical and emotional health by providing accessible and relevant information and equipping our children with the skills and attitudes to make informed decisions about their health. We understand the importance of investing in health to assist in raising levels of children's enjoyment and achievement and improving our quality.

We recognise the need to provide both a physical and social environment that is conducive to enjoying and having fun. We recognise that children with special needs and complex health do not always have the chance to socialise with peers as they often spend long time periods with adult carers and nurses.

We aim to work in excellent partnership between health services and the children's parents/carers by promoting coherent and holistic messages about the importance of healthy lifestyles and supporting children with complex health and the impact on children's enjoyment.

We involve all children, staff, parents and members of the wider community in a whole-club approach to supporting children's health and health management whilst ensuring they fully enjoy and take part in the club.