



Policy Area:	Sickness and Illness Policy		
Date:	September 2016	Policy code:	S1
Last reviewed:	January 2023	Reviewed by:	Esma Izzidien
Next review:	January 2024	<i>(For all review dates see end of document)</i>	

Viruses and infections can be easily passed from person to person by breathing in air containing the virus which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with viruses. The main sources of infection are from people, the environment, animals and contaminated food/ water.

The best way to prevent a virus or infection from moving around the school environment is to maintain high hygiene standards in the setting. Please see our infection control policy for further guidance.

This policy specifically contains the information taken from our infection control policy that relates to sickness and illness. Please also refer to the C4 coronavirus policy, A1 Accident and first aid policy and M1 Medication policy.

Reporting infectious disease outbreaks

A number of specific organisms and diseases are notifiable. This means that the clinician (e.g. doctor) who suspects/diagnoses these specific infections is required by law to report them to the Proper Officer of the Local Authority.

To complement this system, education settings are asked to telephone the HPT as soon as possible either to report any serious/unusual illness that is likely to need discussion and advice, or to report cases of any of the following illnesses in staff or learners:

- Cryptosporidiosis
- E Coli O157
- Food poisoning
- Giardiasis
- Hepatitis A
- Invasive Group A Streptococcal Disease (iGAS)
- Measles
- Meningitis
- Mumps
- Rubella (also called German measles)
- Tuberculosis
- Typhoid or Paratyphoid
- Whooping Cough (also called Pertussis)
- Scarlet Fever

Sickness register

Accurate recording of illness is of vital importance in the education setting, as it ensures the accurate reporting of cases/outbreaks to the Health Protection Team (HPT) and enables the setting to identify trends of illness. It is recommended that a sickness register for all learners and staff is maintained and updated on a daily basis. Our sickness register at CMS includes:

- Learner / staff name
- Home postcode (Full address, and contact details, including emergency contact details can be found on the admissions register)
- Symptoms of illness
- Onset of symptoms
- Date absence commenced
- Class or group where the learner/staff member is usually located
- Any action taken to date
- At the start of this register there will be section with details of any pupil or staff member that may be considered vulnerable to infection e.g. those on chemotherapy
- The sickness register is kept up to date by the school administrator

Keeping individuals away from settings

To reduce the potential for infections to spread it may be necessary to keep individuals away from settings. Please also see details in our C4 Coronavirus policy.

Please refer to the tables that follow (Appendix 1) for guidance as to whether an individual should not attend the school from an infectivity perspective. If uncertain individuals should remain at home and seek advice from NHS Direct Wales 08454647, their local pharmacy or GP

It must be remembered that the periods for which individuals should be kept away from education settings within this document are based upon period of infectivity and not upon a risk assessment of whether individuals are well enough to attend

Individuals (learners or staff) with diarrhoea and/or vomiting should not attend the educational setting until they have had no symptoms for at least 48 hours. Likewise a 48 hour exclusion applies to a child with a fever.

Individuals with unexplained rashes should be considered infectious until health advice is obtained.

Lead teachers, following consultation with the Headteacher, retain the right of refusal of any children, parents, staff and visitors who are deemed contagious and may impact on the welfare of the rest of the school.

USEFUL CONTACT DETAILS

Health Protection team, Public health wales: 0300 00 300 32

Local Authority Environmental Health Department Cardiff Council: 02920 873819 / 873832

Review of policy dates:

Date of review	Reviewed by	Notes
09/2017	Esma Izzidien	
09/2018	Esma Izzidien	
09/2020	Esma Izzidien	
09/2021	Esma Izzidien	
01/2022	Esma Izzidien	
January 2023	Abigail Eynon	