POLICY DOCUMENT

The Recharge Club™

Children's Health, First Aid, Illness and Infection Control Policy

Protecting the Health of Every Child in Our Care

Document Owner:	Mrs Michaela Cmorej, Director and Designated Safeguarding Lead
Company Name:	NutriDive Ltd
Company Number:	16659858
Trading Name:	The Recharge Club™
Registered Office Address:	39 Coltsfoot Drive, Chorley, PR6 0JP
Designated Safeguarding Lead:	Mrs Michaela Cmorej, Director
Deputy Designated Safeguarding Lead:	Mr Michal Cmorej, Deputy Director
Status:	Mandatory Policy — applicable to all staff and bank staff
Date Adopted:	1st August 2026
Review Frequency:	Annually, and immediately following any related incident or change in statutory guidance
Next Review Due:	Twelve months from the date of adoption
Related Policy:	This policy is read alongside the Health and Safety Policy and the Medication Administration Policy

1. Policy Statement

The Recharge Club™ is committed to protecting the health of every child in its care, through careful daily health monitoring, appropriately trained first aid provision, sensible management of illness during a session, and rigorous infection control practice. This policy focuses specifically on children's health; matters relating to premises and general workplace safety are set out in the Health and Safety Policy, and medication is covered in full in the Medication Administration Policy.

> ***No child is ever made to feel embarrassed or blamed for being unwell. Illness is treated calmly, practically, and with the same warmth as every other part of a child's day.***

2. Purpose and Scope

This policy applies to every child attending The Recharge Club™, and to every member of staff and bank worker. It should be read alongside the Health and Safety Policy, the Medication Administration Policy, and the Terms and Conditions of Booking, in particular its provisions on illness and exclusion.

3. Legal and Regulatory Framework

This policy has been written with regard to the following legislation and guidance:

- The Children Act 1989 and the Children Act 2004
- The Health and Safety at Work etc Act 1974
- Guidance issued by the Office for Standards in Education, Children's Services and Skills for providers registered on the Voluntary Childcare Register
- Guidance published by the UK Health Security Agency on the management of infectious diseases in childcare and educational settings
- The Equality Act 2010, including the duty to make reasonable adjustments for a child's health condition or disability

4. General Health Monitoring

- Every child's known health conditions, allergies, and medication needs are recorded in their Individual Support Plan and individual health care plan before their first session
- At drop-off, the key worker briefly checks in with the family about the child's wellbeing that day, including sleep, mood, and anything relevant since the previous session
- Staff remain observant of each child's wellbeing throughout the session, recognising that a change in behaviour, energy, or mood can be an early sign of illness, particularly in a child who may not communicate feeling unwell in words

5. First Aid Provision

- At least one member of staff holding a current paediatric first aid qualification is present at every session, and the staffing plan ensures this is never reliant on a single individual
- A well-stocked first aid kit, appropriate to the age range and needs of the children attending, is available and checked before every session
- Any first aid administered is recorded, including the child's name, the nature of the injury or condition, the treatment given, and the time, and the family is informed on the same day, however minor
- In the event of a medical emergency, the emergency services are contacted on 999 without delay, the family is contacted at the same time, and a member of staff remains with the child throughout

6. Managing Illness During a Session

Where a child appears unwell during a session, staff assess the child calmly, check their individual health care plan for any relevant guidance, and take the following approach:

- The child is supported to rest in a quiet, comfortable space, away from group activity but never left alone, with a familiar member of staff nearby
- The family is contacted to discuss the child's symptoms and agree next steps, which may include continuing the session with monitoring, or early collection
- Where a child's symptoms suggest a contagious illness, such as vomiting, diarrhoea, a feverish rash, or conjunctivitis, the family is asked to collect the child promptly, both for that child's comfort and to protect other children and staff
- Where a child's symptoms are severe or rapidly worsening, the emergency services are contacted without waiting for the family to arrive

Where a child is excluded or collected early on health grounds, no late collection charge or cancellation charge applies, in line with the Terms and Conditions of Booking.

7. Infection Control and Hygiene

- Handwashing facilities are available and used before food preparation, before eating, and after using the toilet or receiving personal care
- Personal protective equipment, including gloves and aprons, is used for all personal care and cleaning tasks, and disposed of appropriately
- A spillage procedure for bodily fluids is in place, with appropriate cleaning materials available and staff trained in their use
- Surfaces and frequently touched items, such as door handles and toys, are cleaned regularly, and more frequently during any period of increased illness within the group

8. Exclusion Periods for Common Infectious Illnesses

Families are asked not to bring a child to a session while they have a communicable illness, in line with standard public health exclusion periods, summarised below as a guide. Where a condition is not listed, staff seek advice from the UK Health Security Agency or the child's general practitioner.

Condition	Standard Exclusion Guidance
Vomiting and/or diarrhoea	Until at least forty-eight hours after the last episode
Chickenpox	Until all blisters have crusted over, usually around five days after onset
Conjunctivitis	No exclusion required, but medical advice and treatment recommended, and hygiene precautions increased
Flu-like illness with fever	Until the child is well and has been free of fever for twenty-four hours without medication
Impetigo	Until lesions are crusted and healed, or twenty-four hours after starting antibiotic treatment
Head lice	No exclusion required; treatment recommended as soon as identified
Threadworm	No exclusion required; treatment recommended for the child and household

9. Managing Specific Health Conditions

Where a child has a diagnosed long-term health condition, such as epilepsy, diabetes, or asthma, an individual health care plan is completed before their first session, setting out the signs and symptoms to look for, day-to-day management, and step-by-step emergency guidance specific to that child. Staff working with that child are

briefed on the plan before the child's first session and whenever it is updated, and emergency medication, where relevant, is kept immediately accessible in line with the Medication Administration Policy.

10. Infectious Disease Outbreak Response

Where a notifiable infectious disease is suspected or confirmed among children or staff, The Recharge Club™ seeks advice from the UK Health Security Agency, notifies affected families promptly and sensitively, without identifying the individual child concerned, and follows any specific guidance given regarding additional hygiene measures, exclusion, or, in rare cases, temporary closure.

11. Roles and Responsibilities

Designated Safeguarding Lead	Mrs Michaela Cmorej, Director. Holds overall responsibility for children's health arrangements, ensures individual health care plans are complete and current, and liaises with external health agencies where needed.
Deputy Designated Safeguarding Lead	Mr Michal Cmorej, Deputy Director. Deputises fully for the Designated Safeguarding Lead in respect of this policy in their absence.
All Staff and Bank Staff	Monitor children's wellbeing throughout every session, follow individual health care plans, administer first aid within their training, and report any health concern immediately.

12. Training

All staff and bank staff hold a current paediatric first aid qualification before working unsupervised with children, refreshed at least every three years, and receive training in recognising signs of illness, infection control practice, and the management of specific health conditions such as epilepsy, diabetes, asthma, and severe allergy, refreshed at least every two years.

13. Monitoring, Review and Related Policies

This policy is reviewed at least annually, and immediately following any related incident or change in statutory guidance. This policy should be read alongside the following related policies and documents:

- Health and Safety Policy
- Medication Administration Policy
- Terms and Conditions of Booking
- Individual Support Plan and individual health care plan templates

This policy has been approved by the Director of The Recharge Club™ and forms part of the organisation's statutory compliance framework.