



Illness, Infection Prevention and Infectious Diseases Policy

Organisation	Thrive Holistic Education CIC	Version	2026–27
Approved by Policy owner	Directors Directors / Session Leads	Date approved Review date	August 2026 August 2027
Applies to	Staff, volunteers, facilitators and relevant visitors	Earlier review	After a significant incident or relevant change in guidance

1. Purpose

Thrive aims to reduce the spread of infection while ensuring that children and staff are treated sensitively and proportionately. This policy sets out what happens when a child or adult is unwell, how infection-control measures are applied, and how current Public Health Wales guidance will be used.

2. General principle

A child should not attend Thrive when they are too unwell to comfortably participate in normal activities, require a level of care that cannot reasonably be provided in the group, or should be excluded under current public-health guidance.

Mild symptoms such as a runny nose or mild cough do not automatically require absence if the child feels well enough to take part and there is no specific exclusion requirement.

3. If a child is unwell on arrival

If a child appears significantly unwell on arrival, the session lead may decide that they cannot safely attend that day. The decision will consider the child's wellbeing, ability to participate, infection risk and the support available.

4. If a child becomes unwell during a session

1. A staff member will assess the child's immediate needs and provide appropriate first aid/support.
2. The child will be kept comfortable and supervised, with reasonable separation from others where infection is suspected.
3. A parent/carer or emergency contact will be contacted and asked to collect the child as soon as reasonably possible where the child cannot continue.
4. If symptoms indicate a medical emergency, staff will call 999 and follow emergency procedures.

5. Relevant illness/incident details will be recorded where necessary.

5. Diarrhoea and vomiting

Children and staff with diarrhoea and/or vomiting must not attend until at least 48 hours after the last episode, unless current Public Health Wales guidance specifies a longer period for a particular infection or outbreak.

6. Exclusion periods

Thrive will follow the most recent Public Health Wales guidance for childcare, preschool and educational settings. Because exclusion advice can change, this policy does not reproduce a permanent disease-by-disease table as the definitive source. Where Thrive's quick guide differs from current Public Health Wales advice, current Public Health Wales advice takes precedence.

7. Infection prevention measures

- Encourage effective handwashing, particularly after using the toilet, before eating, after contact with bodily fluids, after outdoor/animal activities and when visibly soiled.
- Provide access to soap, water and appropriate hand-drying arrangements.
- Clean frequently touched surfaces and shared resources at an appropriate frequency.
- Clean and disinfect equipment that is contaminated with bodily fluids using an appropriate method and product.
- Use disposable gloves and other appropriate protective equipment when dealing with blood, vomit, faeces or other bodily fluids.
- Dispose of contaminated waste safely.
- Ventilate indoor areas where practicable.
- Do not share personal items such as drinking vessels, towels or hairbrushes.

8. Blood and bodily-fluid spills

1. Keep children away from the affected area.
2. Wear appropriate disposable gloves and any other PPE needed for the task.
3. Remove visible contamination using disposable material.
4. Clean and disinfect the area/equipment using an appropriate product and method.
5. Bag and dispose of contaminated waste safely.
6. Wash hands thoroughly after removing gloves.
7. Record and seek medical advice if there has been a significant exposure to blood or another potentially infectious bodily fluid.

9. Communicable disease and outbreak management

Where Thrive becomes aware of a communicable disease, information may be shared with families about symptoms and relevant precautions without identifying the affected child unless there is a lawful and necessary reason to do so.

- The setting will increase appropriate cleaning and hygiene measures.

- Current Public Health Wales exclusion and outbreak guidance will be checked.
- Public Health Wales/health-protection advice will be sought where indicated, particularly where there are multiple linked cases, unusual infections or a potentially significant public-health risk.
- Any statutory notification or reporting requirement that applies to Thrive will be followed.

10. Staff illness

Staff should not attend work when they are too unwell to perform their duties safely or where an exclusion period applies. Staff are expected to follow the same relevant infection-control guidance as children.

A diagnosis of an infectious disease does not automatically mean that Thrive must report the matter to the Health and Safety Executive. The Directors will consider the circumstances and obtain appropriate health-protection or health-and-safety advice, making statutory reports where a legal reporting duty applies.

11. Children or adults at increased risk

Some infections may present greater risk to pregnant people or people who are immunocompromised or have particular medical conditions. Where Thrive is notified of such circumstances, reasonable steps will be taken to share relevant outbreak information promptly and to follow appropriate medical/public-health advice while preserving confidentiality.

12. Emergency medical treatment

In an emergency, staff will act in the child's best interests and call emergency services where necessary. Parents/carers will be contacted as soon as possible. Any consent or emergency-treatment arrangements contained in Thrive's registration forms will be followed, but emergency action will not be delayed where urgent treatment is needed.

13. Confidentiality and records

- The identity of an ill child will not be disclosed to other families unless there is a lawful and necessary reason.
- Illness, medical and medication records will be stored in accordance with the Data Protection Policy.
- Staff should record significant illness incidents and absences where this is operationally necessary.

14. Relevant guidance

- Public Health Wales: Guidance for childcare, preschool and educational settings.
- Public Health Wales: Health Protection in Children and Young People Settings, including current exclusion guidance.
- NHS Wales/NHS guidance where relevant to individual health conditions.
- Health and Safety Executive guidance where an occupational reporting duty may apply.

Appendix A

Parent/Carer Illness and Exclusion Quick Guide

This quick guide is for everyday use and replaces reliance on the older non-Wales school exclusion poster. Current Public Health Wales advice always takes precedence if guidance changes.

Situation	When can my child attend?	What we ask families to do
Diarrhoea and/or vomiting	After at least 48 hours have passed since the last episode, unless Public Health Wales advises longer.	Keep your child at home, encourage fluids, and tell Thrive if a specific infection has been diagnosed.
High temperature / clearly unwell	When the child feels well enough for normal activities and no specific exclusion period applies.	Do not send a child who needs one-to-one care or cannot comfortably take part.
Mild cold symptoms	Usually yes, if the child feels well and there is no specific public-health exclusion requirement.	Please tell us about anything that may affect participation.
Known contagious infection	Follow the current Public Health Wales exclusion period for that infection.	Tell Thrive so we can check current guidance and protect confidentiality.
Head lice / threadworms / similar common conditions	Follow current Public Health Wales advice; exclusion is not automatically required for every condition.	Treat promptly and tell Thrive where this is relevant to reducing spread.
Rash / suspected measles, scarlet fever, chickenpox or other significant infection	Check current Public Health Wales/NHS guidance before returning.	Seek medical advice where appropriate and inform Thrive of a confirmed diagnosis.

Please remember

If you are unsure whether your child should attend, contact Thrive before the session. We may check the latest Public Health Wales guidance before confirming.

Policy review and approval

This policy will be reviewed at least annually and earlier where there is a significant incident, a material change to Thrive's provision, or a relevant change in legislation or official guidance.

Approved by

Date

Signed

Next scheduled review

Directors of Thrive Holistic Education CIC

August 2026

August 2027