

# POLICY AND PROCEDURE



Solihull  
Life  
Opportunities

St Andrew's Centre  
Pike Drive  
Chelmsley Wood  
Birmingham  
B37 7US

Charity No. 1102297  
England Company No.  
5025939

## Dealing with Sick Children or Adults

**Category:** staff and volunteers

### Introduction

This policy is to protect every person attending any SoLO project.

### Policy Statement

#### It relates to illness and infectious diseases

If a child or adult is generally unwell during the period that the project is running, the following guidelines will apply:

- If the child or adult has been sick or had diarrhoea or a temperature, they must not come onto the project for **at least** 48 hours from the last time they displayed symptoms. This is a directive from the Chief Medical Officer and helps to prevent illness spreading.
- If a child or adult is receiving medication from a doctor (e.g. antibiotics) but are no longer infectious (the parents or carers will need to receive confirmation of this fact from the doctor) they may attend the project, but we will require a medical consent form to be completed with full details of dosage.

If a child or adult is taken ill on the project e.g. they are sick, have diarrhoea or a temperature:

- The child or adult will be **immediately** isolated from the other service users, supported by a member of staff (two if the isolated site is out of the general view of the project)
- The child or adults parents or carers will be contacted **immediately** and the child will need to be taken home or for medical treatment by the parents or carers (if deemed appropriate)

Policy Name: Dealing with Sick Children or Adults

Organisation: Solihull Life Opportunities

Date policy issued: June 2003 Approved by: SoLO Board of Directors Date: June 2003

Amended May 2009 Approved by: SoLO Board of Directors Date: May 2009

1

Next Review Date: June 2011

Pages in this document - 2

- Any gloves or cloths used in dealing with the incident will be disposed of and any other equipment washed with disinfectant to minimise cross infection.
- The child or adult **must not** be brought back to the project until 48 hours after the last display of symptoms.
- In the event that the disease is subsequently found to be within the serious **communicable disease category** (the doctor will advise), the parents **must** notify the project leader and an immediate written communication must be sent out to all parents, carers, workers and volunteers.

**Communicable disease category:**

- An umbrella term for all contagious and infectious disease
- A contagious disease is transmitted by physical contact between people.
- An infectious disease is transmitted by air or water

**If in doubt contact NHS Direct on 0845 4647**

**1988 Registered List of notifiable communicable diseases**

**non-notifiable include MRSA, flu, gastroenteritis and scabies**

Linked with: policies:

Health & Safety (RIDDOR)  
Incident Reporting

The following Appendix provides guidance on Communicable Diseases

Policy Name: Dealing with Sick Children or Adults  
 Organisation: Solihull Life Opportunities  
 Date policy issued: June 2003 Approved by: SoLO Board of Directors Date: June 2003  
 Amended May 2009 Approved by: SoLO Board of Directors Date: May 2009

2

Next Review Date: June 2011

Pages in this document - 2