



**ST BERNARD'S  
PREPARATORY SCHOOL  
EARLY YEARS DEPARTMENT**

**HEALTH POLICY**

**ADVENT 2018**

# St Bernard's Preparatory School

## HEALTH POLICY

### Mission Statement

**With God as our shelter and Christ as our guide, the mission of St Bernard's Preparatory School is to educate towards love and service to God, each other and the wider community. Through our broad balanced curriculum we will develop an understanding of each faith and the values we share. We will treat each person with respect, knowing we are special and unique.**

**St Bernard's is part of the St Benedict's family of schools. All schools in the group share a similar Catholic and Benedictine/Bernardine ethos.**

### **Rationale**

We are committed to maintaining high standards of hygiene. The continued good health and wellbeing of the children is of primary importance to us. We will follow our health policy exactly at all times. We encourage children to use the toilet correctly; we encourage children to wash their hands regularly, especially before handling food, after using the toilet, handling animals, plants and insects or playing in messy or dirty areas, particularly out of doors. We encourage children to blow their noses into tissues and dispose of these correctly. We teach children to respect the cultural differences that influence people's different attitudes to hygiene. We wipe surfaces and tables between activities.

### **Handling food**

Kitchen staff who are involved in the preparation and handling of food have appropriate training to comply with local environmental health department guidance and regulations. We monitor and assess food preparation and handling procedures. We keep food preparation areas clean and hygienic. We do not allow children to enter the kitchen. Two member of the EYFS team have Level 2 Food Hygiene Certificates.

### **Hand washing**

Children are taught to wash their hands after using the toilet. This is an important part of children's increased independence in toileting, and is encouraged using picture posters to remind children to wash their hands. Children also wash their hands before eating. This is can be done through the use of a hand sanitizer, which will be given to all children before snack time.

## **Nutrition and Healthy Eating**

From an early age children at St Bernard's Preparatory School are encouraged to adopt healthy eating habits that are conducive to a healthy lifestyle. This includes the daily fruit and milk/water snack which is provided each day. Children eat a balanced school lunch which includes fresh vegetables, salad and fruit. We also teach Healthy Eating as part of our Healthy Eating topic.

At St Bernard's Preparatory School each child brings in their own personal water bottle which is kept in the classroom during the week. Children are encouraged to adopt a healthy lifestyle by drinking water regularly, and we encourage children to develop independence in this matter. Children are reminded only to drink from their own water bottle: any child who forgets their water bottle is provided with a cup to use that day. The water bottles are sent home daily to be emptied and washed to maintain good hygiene.

## **Rest and Sleep**

In the EYFS at St Bernard's Preparatory we do not have a structured nap time. However, if children require a rest, we allow them to find a quiet place in the classroom to rest or relax. Children who fall asleep for a prolonged period of time will be continuously monitored.

## **Sick Children**

Working parents need to be able to go to work; however if a child is unwell then he/she will be better cared for in their own home with a parent. Pupils with minor coughs and colds are encouraged to attend school but if a pupil is very unwell, infectious or running a high temperature they should not attend school as the welfare of all the children in the EYFS department needs to be taken into consideration.

If a child has had diarrhoea or nausea in the last forty-eight hours they should not return to school for 48 hours after the final bout of illness. Parents must ring the school office to advise of the illness. Please see the Registration and Attendance Policy. If a child becomes ill whilst at school, we will make them as comfortable as possible, isolate them from the other children if necessary and reassure them. The school will contact parents immediately and continue to care for the child until parents arrive. If St Bernard's Preparatory School is unable to contact parents then contact will be made with the other people who have been identified as emergency contacts.

Please refer to the following document regarding exclusion periods for infectious children.

<http://www.publichealth.hscni.net/publications/guidance-infection-control-schools-and-other-childcare-settings-0>

The school will comply with its policy on the administration of medication, a copy of which appears on our website under 'Policies' and you are asked to make yourself aware of the contents of that policy.

## **Smoking**

We have a no-smoking policy.

## **Sun protection**

At St Bernard's Preparatory School we acknowledge the importance of sun protection and want staff and children to enjoy the sun safely. We will work with staff and parents to achieve this through:

### **Education**

- Sun safety is discussed with all children in an appropriate manner at the start of the Pentecost term
- Parents and guardians will be sent a letter reminding them of the need for sun protection and how they can help at the beginning of the Pentecost term (or earlier if required)

### **Protection:**

- Sun safety is always considered when planning any outdoor activity.
- Parents are encouraged to buy their children a school cap that can be purchased from the school office to wear at playtimes. A limited number of spare caps are kept in the office & Nursery in the event that a child forgets theirs.
- A reminder letter is sent to parents at the beginning of the Pentecost term requesting that they apply a twenty four hour sun screen (factor 15 or above) to their child in the morning before coming in to school.

*St. Bernard's Preparatory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is our aim that all pupils fulfil their potential.*

- If parents feel extra protection is required, a clearly named bottle of spray on or roll on sun cream (factor 15 or above) can be sent in to school. Staff will supervise the application on the cream prior to the child going out to play at lunchtime.
- Nursery and Reception parents are required to sign a permission form allowing staff to help their child with the application of sun cream.
- All children bring a water bottle into school and are encouraged to drink from these at regular intervals.

### **Hygiene/Infection control/HIV Protection**

Staff should take precautions to avoid infection and must follow basic hygiene procedures. Staff should have access to single-use disposable gloves and hand-washing facilities, which should be used when dealing with any blood or other bodily fluids. Staff should take care when dealing with such fluids, and when disposing of dressings or equipment. Make sure any waste (wipes, pads, paper towels etc) are placed in a disposable bag and fastened securely and disposed of in the appropriate way. Any children's clothes should be placed in a plastic bag and fastened securely ready to take home.

Source: 'Guidance on First Aid for Schools: A Good Practice Guide' (adapted).

### **Implementation of the policy**

The Headteacher and appropriate staff must:

- Update and implement the latest Environmental Health Department and Health Authority requirements and recommendations relating to the premises, staff and children.
- Appoint a suitably-qualified, named member of staff who is responsible for updating the policy and keeping a list of notifiable diseases.
- Make sure that new members of staff, including students and volunteers, are made aware of the staff handbooks which contain all policies, including the Health Policy, and that this is discussed with them during their induction meeting.
- Ensure that the Health Policy is made available to parents when they register their child.
- Negotiate with any persons employed to carry out cleaning.
- Establish a cleaning routine for all areas within the premises.
- Ensure that the premises are clean and tidy before the children arrive.
- Ensure that the routine cleaning of the premises does not take place while children are engaged in their activities.
- Establish a rota for cleaning equipment both large and small, furniture, toys, etc.
- Provide protective clothing, such as plastic or disposable gloves and aprons.
- Provide hygienic, but safe, cleaning materials for emergencies (spillages/accidents/water/vomit)
- Wash dressing up clothes regularly
- Provide washing facilities for dirty or soiled clothing.
- Provide an adequate selection of clothing to change children who have had accidents of any description
- Provide tissues for sole use
- Provide an area where bins have lids and rubbish can be stored safely and hygienically.
- Actively promote good health and hygiene practice through notices, posters, signs and leaflets.
- Invite visiting speakers, nurses and dentists to talk to children and carers about healthy life styles

**Applies to:**

Whole School including Early Years Foundation Stage (EYFS), all staff, peripatetics, clubs and extra-curricular activity providers, volunteers, Trustees, Governors.

**Related policies:**

EYFS, Safeguarding Portfolio, Health and Safety, First Aid, Administration of Medication, Allergy and Anaphylaxis, Registration and Attendance.

**Availability:**

This Policy is available to parents on the website [www.stbernardsprep.org](http://www.stbernardsprep.org) or a copy can be requested from the school office.

**Monitoring and Review**

The Governors will undertake a formal review of this policy for the purpose of monitoring the efficiency with which the related duties have been discharged no later than two years from the date shown below, or earlier if significant changes to the systems and arrangements take place, or if legislation, regulatory requirements or best practice guidelines so require.

Signed by \_\_\_\_\_

Headmaster \_\_\_\_\_

Date \_\_\_\_\_

Chair of Governors \_\_\_\_\_

Date \_\_\_\_\_