

108 Hambidge Crescent
Chisholm ACT 2905
Australia
Email: info@chisholm.act.edu.au

Junior Campus
Phone: (02) 614 23555
Web: www.chisholm.act.edu.au

Senior Campus
Phone: (02) 614 23550
ABN: 69 561 547 852

Caroline Chisholm School – Chisholm Preschool Unit If a Child Becomes Unwell Procedure

Caroline Chisholm School – Chisholm Preschool Unit use the following method to respond to when a child becomes unwell at preschool.

As soon as signs or symptoms of a child being unwell are identified:

- Every effort is made to reassure and comfort the sick child.
- The child is moved to a separate room and a staff member remains with them in that area. An incident log is commenced.
- The parent/carer/emergency contact person is contacted to collect the child and provided with a description of their condition – an ETA is provided to staff from the authorised person.
- The child's condition is monitored by staff and if declining rapidly an ambulance will be called.
- Child is offered small amounts of clear fluids regularly.
- If it is suspected that a child is experiencing a febrile illness then supportive measures will be used until collection by authorised person – eg. removing child from direct flow from a heater, removing a cardigan, applying a cool cloth to the forehead, lifting hair off the nape of the neck etc
- The principal is provided with updates.
- An incident/injury/illness form needs to be completed.

Following the child's release to an authorised person:

- Appropriate cleaning methods will be followed.
- The sickness is recorded with incident log attached and a SAS medical record completed.
- Consideration will be given to ACT Education notification using an AIR and CPRU notification via the DSI.
- Confidentiality will be maintained.
- If the suspected illness poses a risk to other children then those families will be advised (for eg. Chicken pox for a child who is immune-suppressed is potentially life threatening).
- A sign will be displayed at the preschool (prescribed information for display) of any infectious illness/disease maintaining sensitivity.
- Preventative cleaning procedures to be followed – eg washing dressups, bedding, sun hats.

If staff are at all in doubt regarding the medical condition of a child, they will notify the principal and seek medical advice for the child through ambulance transportation.

Reviewed April 2020