

Health and Safety Policy



Approved by: Full
Governing Body (FGB)

Date of first approval: June
2022

Last reviewed on:
September 2023

Updated to reflect federation of The Limes, Rosemary and St Werburghs Park Nursery Schools.

September 2024

Reviewed – changes to responsibilities flow chart and use of Brom Com across school sites.

September 2025

Reviewed and updated to reflect changes to staffing

September 2026

Next review due by:

September 2027

1. Aims

This policy covers staff, children, visitors and other users of the premises at The Limes, Rosemary and St Werburghs Park Nursery Schools. It aims to show how the governors and headteacher discharge their duties under the Health and Safety at Work etc Act 1974.

The governors and senior leadership team work across a federation of schools and are committed to ensuring the health and safety of everybody involved in the schools

We aim to

- Provide and maintain a safe and healthy environment for all including children and their families, staff and visitors
- Establish and maintain safe working procedures amongst staff, children and all visitors to the school sites
- Develop safety awareness, by appropriate training if necessary.
- Have robust procedures in place in case of emergencies
- Ensure that the premises and equipment are maintained safely, and are regularly inspected
- Investigate accidents and take steps to prevent re-occurrence

2. Legislation

This policy is based on advice from the Department for Education on [health and safety in schools](#) and the following legislation:

- [The Health and Safety at Work etc. Act 1974](#), which sets out the general duties employers have towards employees and duties relating to lettings
- [The Management of Health and Safety at Work Regulations 1992](#), which require employers to make an assessment of the risks to the health and safety of their employees
- [The Management of Health and Safety at Work Regulations 1999](#), which require employers to carry out risk assessments, make arrangements to implement necessary measures, and arrange for appropriate information and training
- [The Control of Substances Hazardous to Health Regulations 2002](#), which require employers to control substances that are hazardous to health
- [The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations \(RIDDOR\) 2013](#), which state that some accidents must be reported to the Health and Safety Executive and set out the timeframe for this and how long records of such accidents must be kept
- [The Health and Safety \(Display Screen Equipment\) Regulations 1992](#), which require employers to carry out digital screen equipment assessments and states users' entitlement to an eyesight test

- [The Gas Safety \(Installation and Use\) Regulations 1998](#), which require work on gas fittings to be carried out by someone on the Gas Safe Register
- [The Regulatory Reform \(Fire Safety\) Order 2005](#), which requires employers to take general fire precautions to ensure the safety of their staff
- [The Work at Height Regulations 2005](#), which requires employers to protect their staff from falls from height

The school follows [national guidance published by UK Health Security Agency \(formerly Public Health England\)](#) and government guidance on [living with COVID-19](#) when responding to infection control issues

Sections of this policy are also based on the [statutory framework for the Early Years Foundation Stage](#).

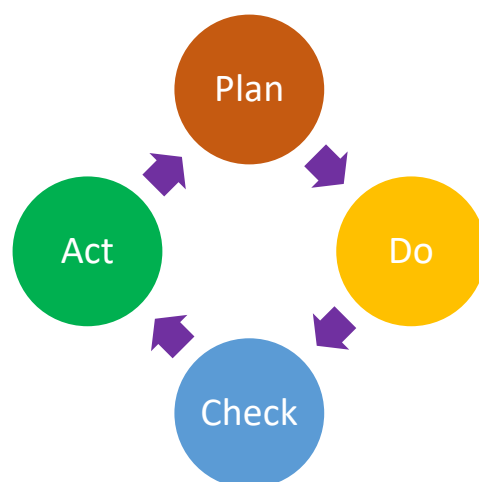
3. Roles and responsibilities

3.1 The local authority and governing board

Bristol City Council has ultimate responsibility for health and safety matters in the nursery schools but delegates responsibility for the strategic management of such matters to the schools' governing board. The named governor for Health and Safety is Sarah Williams.

The Governors of Central Bristol Nursery School Federation and the Full Governing Body recognise the need to identify organisational arrangements across the schools for implementing, monitoring and controlling HS&W matters. They also accept the need to consult individuals before allocating particular health and safety functions. Individual duties including reporting arrangements and, therefore, organisation and accountability follow.

The governors are pleased to accept the Health and Safety Executive guidance HSG 65 as their starting point along with its "plan, do, check, act" principles as illustrated in the graphic below.



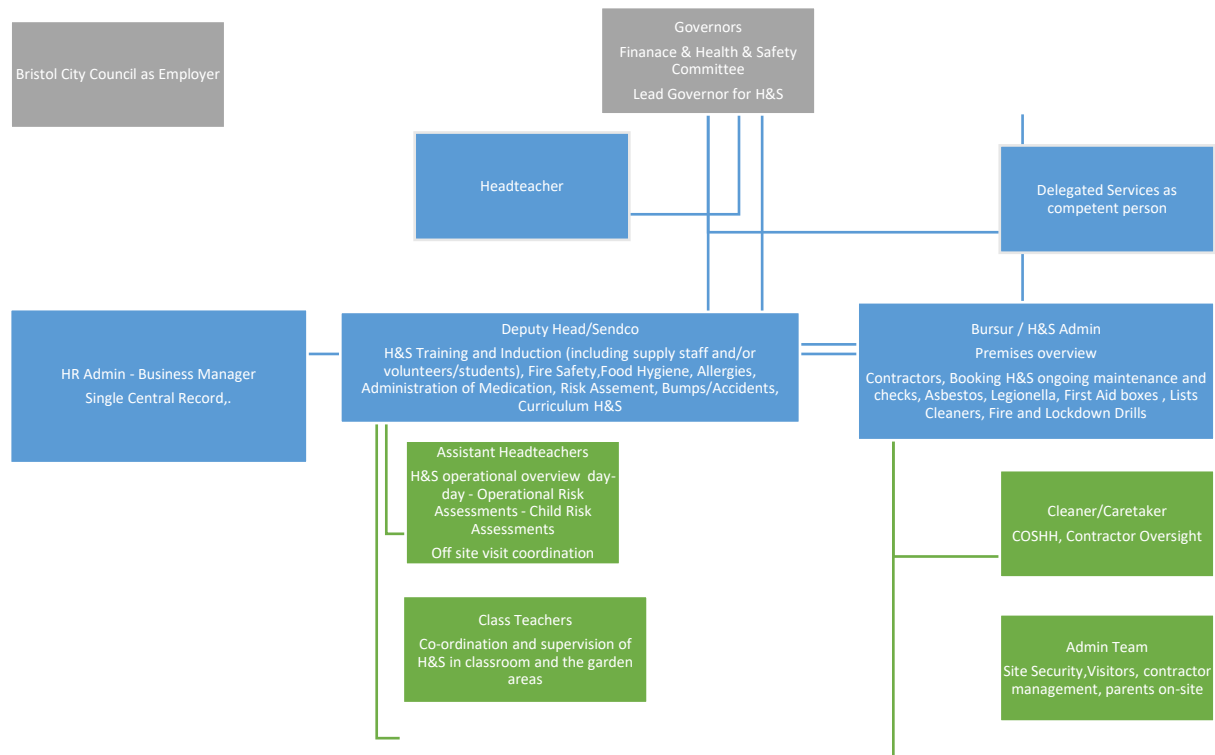
The web reference for HSG 65 is:

<http://www.hse.gov.uk/pubns/priced/hsg65.pdf> (free if downloaded).

The governing board delegates operational matters and day-to-day tasks to the headteacher and staff members. Health and safety cross site working is facilitated by the use of I Am Compliant a school safety web-based compliance tool.

Everyone is responsible for health and safety at the schools, the posts with significant health and safety roles are set out in the chart below including lines of management.

Central Bristol Nursery Schools Federation Health and Safety Organisational Flowchart



3.2 Headteacher

The Headteacher is responsible across all the schools for strategic health and safety this involves:

- Ensuring all staff are implementing the health and safety policy
- Delegating key health and safety roles to appropriate persons
- Promoting a positive open health and safety culture in the schools
- Ensuring adequate training is provided for school staff
- Seeking advice from other organisations or professionals, such as the Health and Safety Executive, safety advisors etc as and when necessary

We have appointed Delegated Services as our competent person to give advice and support us in managing health and safety risks. See appendix 1 for contact information

In the headteacher's absence, the Deputy Headteacher assumes the strategic health and safety roles of the head teacher.

3.3 Health and safety leadership

The Headteacher, Deputy headteacher and SBM/Bursar are responsible for

- Leading Health and Safety strategically across the federation
- Providing adequate training for school staff
- Writing and reviewing Health and Safety policies and procedures
- Reporting to the governing board on health and safety matters
- Ensuring all statutory risk assessments are completed and reviewed
- Writing, monitoring and ensuring accuracy of risk assessments
- Leading on specific health and safety areas (Food hygiene, Fire Safety, Allergies, Medical/Health care plans, Admin of medication, Individual child risk assessments, Personal emergency evacuation plans, Bumps/Accidents, First Aid)

The SBM/Bursar is responsible for

- Operational management of the schools, including appropriate evacuation procedures are in place and regular fire drills and lockdowns are held
- Ensuring all risk assessments are completed and reviewed (including COSHH, Fire, Legionella)
- Ensuring health and safety signs, information and notice boards are kept up to date
- Line managing cleaners/care takers, and ensuring cleaners are appropriately trained and have access to personal protective equipment, where necessary
- Monitoring the work of the cleaner/caretaker, and monitoring the recording of daily and weekly checks on I am compliant

- Respond to incidents, jobs raised on I am compliant
- Liaising with contractors and organizing work
- Managing ongoing maintenance of the building, inspections, and annual checks
- First aid – Boxes and Lists

The Assistant Headteacher is responsible on a day to day basis for having an overview of operational health and safety across their school site.

Class teachers and room leaders take responsibility for ensuring health and safety procedures and policies are followed in their classrooms and in the outdoor learning environment

The Cleaner/Caretaker health and safety responsibilities includes

- Daily and weekly compliance checks, emergency lighting checks, that are recorded on I am compliant
- Being key holders for the site unlocking and locking the schools
- Supervising contractors
- COSHH

3.4 Staff

All school staff have a duty to take care of pupils in the same way that a prudent parent would do so.

All Staff will:

- Read the Health and Safety policy
- Take reasonable care of their own health and safety and that of others who may be affected by what they do at work
- Co-operate with the school on health and safety matters
- Work in accordance with training and instructions, reporting and recording health and safety incidents on I am compliant are school safety web based compliance tool
- Inform the appropriate person of any work situation representing a serious and immediate danger so that remedial action can be taken
- Model safe and hygienic practice for pupils
- Understand emergency evacuation procedures and feel confident in implementing them

3.5 Pupils and parents

Pupils and parents are responsible for following the school's health and safety advice, on-site and off-site, and for reporting any health and safety incidents to a member of staff.

3.6 Contractors

Contractors will agree health and safety practices with the bursar.

Prior to any building works being carried out (not less than a week of desired start date):

A meeting must be held between the bursar and the contractors and if appropriate a BCC surveyor where the details of the building work will be discussed. Time frames will be decided and any risk will be assessed.

As a result of this meeting, the contractor will be contacted and a starting date and risk management strategy will be discussed. This is to be finalised by the H&S lead.

Staff will be informed by the SBM/bursar via email with sufficient detail to allow for planning

Before work begins the contractor will provide evidence that they have completed an adequate risk assessment of all their planned work.

4. Site security

Security of the school sites is managed by a series of arrangements including operational plans, procedures and risk assessments that can be found on I am compliant.

- Information sharing and communication between staff can be found on I am compliant, Information sharing with parents and children about our security measures happen during induction to the schools and if changes are made these are communicated by class teachers via parent hub.
- There is controlled access and egress during the school day.
- Buildings are secure and inspected regularly
- Grounds are secure and inspected regularly.
- Control of visitors to the schools is managed. Visitors personal identification is always checked and our visitors' procedures are followed.
- Drop off and collection procedures are risked assessed and can be found on I am compliant
- Supervision of contractors,
- Locking arrangements are managed by the cleaner/caretaker.
- Out of hours site security is managed by Bristol City Council Security Services

5. Fire

Arrangements are in place for managing fire safety and prevention. Information is stored and shared on I am compliant, including the school's fire safety management plan, emergency evacuation plan, fire risk assessment, reviews and records. Staff training records are stored on Brom Com.

Emergency exits, assembly points and assembly point instructions are clearly identified by safety signs and notices. Fire risk assessments of the premises (The Limes, Rosemary and St Werburghs Park Nursery Schools) will be reviewed regularly.

Emergency evacuations are practiced at least once a term at each site and recorded in the fire log book and on I am compliant.

The fire alarm is a loud continuous bell

Fire alarm testing will take place once a week and recorded on I am compliant.

New staff will be trained in fire safety and all staff and pupils will be made aware of any new fire risks or changes to emergency evacuation procedures.

In the event of a fire:

- The alarm will be raised immediately by whoever discovers the fire and emergency services contacted. Evacuation procedures will also begin immediately
- Staff and pupils will congregate at the assembly points. Class teachers will take a register of pupils, which will then be checked against the attendance register of that day
- The school administrators will take a register of all staff and visitors.
- Staff and pupils will remain outside the building until the emergency services say it is safe to re-enter

The schools have special arrangements in place for the evacuation of people with mobility needs and fire risk assessments will also pay particular attention to those with disabilities. When an individual is identified as requiring special arrangements a personal emergency evacuation plan is written that is stored on I am compliant and in the schools emergency evacuation bag.

6. COSHH

Schools are required to control hazardous substances, which can take many forms, including:

- Chemicals
- Products containing chemicals
- Fumes
- Dusts
- Vapours
- Mists
- Gases and asphyxiating gases
- Germs that cause diseases, such as leptospirosis or legionnaires disease

Control of substances hazardous to health (COSHH) risk assessments are completed by SBM/Bursar and circulated to all employees who work with hazardous substances via I am compliant. Staff will also be provided with protective equipment, where necessary.

Our staff use and store hazardous products in accordance with instructions on the product label. All hazardous products are kept in their original containers, with clear labelling and product information.

Pupils do not have access to any hazardous substances. Products are stored in locked cupboards and kept out of the reach of pupils when in use.

Any hazardous products are disposed of in accordance with specific disposal procedures.

Emergency procedures, including procedures for dealing with spillages, are displayed near where hazardous products are stored and in areas where they are routinely used.

6.1 Gas safety

- Installation, maintenance and repair of gas appliances and fittings will be carried out by a competent Gas Safe registered engineer
- Gas pipework, appliances and flues are regularly maintained
- All rooms with gas appliances are checked to ensure that they have adequate ventilation

6.2 Legionella

- A water risk assessment has been completed on the 30th July 2025 by Concept Environmental Solutions at The Limes Nursery School and on the 23rd July 2023 at Rosemary Nursery School and on the 19th February 2024 at St Werburghs Park Nursery School.
- SBM/Bursar is responsible for ensuring that the identified operational controls are conducted and recorded in the school's water log book on I am compliant
- This risk assessment will be reviewed every 2 years and when significant changes have occurred to the water system and/or building footprint
- The risks from legionella are mitigated by the following: Monthly water hygiene checks, daily stagnant water checks, schedule of ensuring low flow items are flushed/turned on these tasks are recorded on I am compliant

6.3 Asbestos

- Staff are briefed on the hazards of asbestos and the action to take if they suspect they have disturbed it. A risk assessment for the schools can be found on I am compliant
- We are aware of asbestos that has been identified on the school sites. This can be found in the individual asbestos report for the schools.
- Arrangements are in place to ensure that contractors are made aware of the schools' asbestos checklist and that where asbestos has been identified on site.

- Contractors will be advised that if they discover material which they suspect could be asbestos, that they will stop work immediately until the area is declared safe
- A record would be kept of the location of asbestos if found on the school sites

7. Equipment

- All equipment and machinery is maintained in accordance with the manufacturer's instructions. In addition, maintenance schedules outline when extra checks should take place.
- When new equipment is purchased, it is checked to ensure that it meets appropriate educational standards
- All equipment is stored in the appropriate storage containers and areas. All containers are labelled with the correct hazard sign and contents

7.1 Electrical equipment

- All staff are responsible for ensuring that they use and handle electrical equipment sensibly and safely
- Any pupil or volunteer who handles electrical appliances does so under the supervision of the member of staff who so directs them
- Any potential hazards will be reported to SBM/Bursar using I am compliant to log the hazard immediately
- Permanently installed electrical equipment is connected through a dedicated isolator switch and adequately earthed
- Only trained staff members can check plugs
- Where necessary a portable appliance test (PAT) will be carried out by a competent person
- All isolators switches are clearly marked to identify their machine
- Electrical apparatus and connections will not be touched by wet hands and will only be used in dry conditions
- Maintenance, repair, installation and disconnection work associated with permanently installed or portable electrical equipment is only carried out by a competent person

7.3 Display screen equipment

- All staff who use computers daily as a significant part of their normal work complete a display screen equipment (DSE) assessment on I am compliant annually. During staff induction training is provided. A risk assessment can be found on I am compliant. ('Significant' is taken to be continuous/near continuous spells of an hour or more at a time)

- Staff identified as DSE users are entitled to an eyesight test for DSE use upon request, and at regular intervals thereafter, by a qualified optician (and corrective glasses provided if required specifically for DSE use)

7.4 Specialist equipment

Any specialist equipment that needs to be used on site, such as wheelchairs, require a risk assessment. And can be found on I am complaint

Consideration will be made of the storage and use of equipment and any staff training required.

8. Lone working

Lone working may include:

- Late working
- Home or site visits
- Weekend working
- Site manager duties
- Site cleaning duties
- Working in a single occupancy office

Potentially dangerous activities, such as those where there is a risk of falling from height, will not be undertaken when working alone. If there are any doubts about the task to be performed then the task will be postponed until other staff members are available.

If lone working is to be undertaken, a colleague, friend or family member will be informed about where the member of staff is and when they are likely to return.

The lone worker will ensure that they are medically fit to work alone.

A lone working risk assessment can be found on I am complaint

9. Working at height

We will ensure that work is properly planned, supervised and carried out by competent people with the skills, knowledge and experience to do the work.

In addition:

- The cleaner/caretaker retains ladders for working at height
- Pupils are prohibited from using ladders
- Staff will wear appropriate footwear and clothing when using ladders

- Contractors are expected to provide their own ladders for working at height
- Before using a ladder, staff are expected to conduct a visual inspection to ensure its safety
- Access to high levels, such as roofs, is only permitted by trained persons

A risk assessment for working at height can be found on I am compliant.

10. Manual handling

Staff are provided with manual handling training on induction and annually.

Risk assessments are completed for individual staff members who are identified as having requiring additional support. To keep themselves safe.

Risk assessments are completed on tasks and procedures that occur regularly or may require manual handling.

It is up to individuals to determine whether they are fit to lift or move equipment and furniture. If an individual feels that to lift an item could result in injury or exacerbate an existing condition, they will ask for assistance.

The schools will ensure that proper mechanical aids and lifting equipment are available in school if required, and that staff are trained in how to use them safely.

Staff and pupils are expected to use the following basic manual handling procedure:

- Plan the lift and assess the load. If it is awkward or heavy, use a mechanical aid, such as a trolley, or ask another person to help
- Take the more direct route that is clear from obstruction and is as flat as possible
- Ensure the area where you plan to offload the load is clear
- When lifting, bend your knees and keep your back straight, feet apart and angled out. Ensure the load is held close to the body and firmly. Lift smoothly and slowly and avoid twisting, stretching and reaching where practicable

The policy and procedures for positive handling of children can be found in our behavior policy.

A manual handling risk assessment can be found on I am compliant.

11. Off-site visits

When taking pupils off the school premises, we will ensure that:

- Risk assessments are completed for all off-site visits and activities
- That parental consent is obtained in writing and information about the offsite visit shared with parents/carers
- All off-site visits are appropriately staffed

- Staff will take a school mobile phone, a portable first aid kit, information about the specific medical needs of pupils along with the parents' contact details
- There will always be at least one first aider with a current pediatric first aid certificate with any children that go off site.

12. Lettings

This policy applies to lettings. Those who hire any aspect of the school site or any facilities will be made aware of the content of the school's health and safety policy, and will have responsibility for complying with it.

13. Violence at work

We believe that staff should not be in any danger at work, and will not tolerate violent or threatening behaviour towards our staff.

All staff will report any incidents of aggression or violence (or near misses) directed to themselves to their line manager/headteacher immediately. This applies to violence from pupils, visitors or other staff.

We take a preventative approach using risk assessments to manage violence at work. Risk assessments when required can be found on I am compliant.

All incidents will be reported to the Police

If required banning procedures will be enforced.

The model policy provided by the NEU is adopted by the schools when dealing with violence at work, that can be found at <https://neu.org.uk/advice/violence-and-assaults-against-staff-schools>

14. Smoking

Smoking is not permitted anywhere on the school premises.

15. Infection prevention and control

We follow national guidance published by Public Health England when responding to infection control issues. We will encourage staff and pupils to follow this good hygiene practice, outlined below, where applicable.

15.1 Handwashing

- Wash hands with liquid soap and warm water, and dry with paper towels
- Always wash hands after using the toilet, before eating or handling food, and after handling animals
- Cover all cuts and abrasions with waterproof dressings

15.2 Coughing and sneezing

- Cover mouth and nose with a tissue

- Wash hands after using or disposing of tissues
- Spitting is discouraged

15.3 Personal protective equipment

- Wear disposable non-powdered vinyl or latex-free CE-marked gloves and disposable plastic aprons where there is a risk of splashing or contamination with blood/body fluids (for example, nappy or pad changing)
- Wear a face mask and face shield if there is a risk of splashing to the face
- Use the correct personal protective equipment when handling cleaning chemicals

15.4 Cleaning of the environment

- Clean the environment frequently and thoroughly

15.5 Cleaning of blood and body fluid spillages

- Clean up all spillages of blood, faeces, saliva, vomit, nasal and eye discharges immediately and wear personal protective equipment
- When spillages occur, clean using a product that combines both a detergent and a disinfectant and use as per manufacturer's instructions. Ensure it is effective against bacteria and viruses and suitable for use on the affected surface
- Never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below
- Make spillage kits available for blood spills

15.6 Laundry

- Wash laundry in a separate dedicated facility
- Wash soiled linen separately and at the hottest wash the fabric will tolerate
- Wear personal protective clothing when handling soiled linen
- Bag children's soiled clothing to be sent home, never rinse by hand

15.7 Clinical waste

- Always segregate domestic and clinical waste, in accordance with local policy
- Used nappies/pads, gloves, aprons and soiled dressings are stored in correct clinical waste bags in foot-operated bins
- Remove clinical waste with a registered waste contractor
- Remove all clinical waste bags when they are two-thirds full and store in a dedicated, secure area while awaiting collection

15.8 Animals

No animals are on the school sites regularly. In the event of animal visits a risk assessment will be completed on I am compliant that will include the following

- Wash hands before and after handling any animals
- Keep animals' living quarters clean and away from food areas

- Dispose of animal waste regularly, and keep litter boxes away from pupils
- Supervise pupils when playing with animals
- Seek veterinary advice on animal welfare and animal health issues, and the suitability of the animal as a pet

15.9 Pupils vulnerable to infection

Some medical conditions make pupils vulnerable to infections that would rarely be serious in most children. The school will normally have been made aware of such vulnerable children and a health care plan completed on medical tracker. These children are particularly vulnerable to chickenpox, measles or slapped cheek disease (parvovirus B19) and, if exposed to either of these, the parent/carer will be informed promptly and further medical advice sought. We will advise these children to have additional immunisations, for example for pneumococcal and influenza.

15.10 Exclusion periods for infectious diseases

The school will follow recommended exclusion periods outlined by Public Health England.

In the event of an epidemic/pandemic, we will follow advice from Public Health England about the appropriate course of action.

In addition to the above points for infection prevention and control a managing respiratory and other infectious diseases risk assessment can be found on I am compliant

16. New and expectant mothers

Risk assessments will be carried out whenever any employee notifies the school that they are pregnant.

Appropriate measures will be put in place to control risks identified. Some specific risks are summarised below:

- Chickenpox can affect the pregnancy if a woman has not already had the infection. Expectant mothers should report exposure to antenatal carer and GP at any stage of exposure. Shingles is caused by the same virus as chickenpox, so anyone who has not had chickenpox is potentially vulnerable to the infection if they have close contact with a case of shingles
- If a pregnant woman comes into contact with measles or German measles (rubella), she should inform her antenatal carer and GP immediately to ensure investigation
- Slapped cheek disease (parvovirus B19) can occasionally affect an unborn child. If exposed early in pregnancy (before 20 weeks), the pregnant woman should inform her antenatal care and GP as this must be investigated promptly

17. Occupational stress

We are committed to promoting high levels of health and wellbeing and recognise the importance of identifying and reducing workplace stressors.

Systems are in place within the school for responding to individual concerns and monitoring staff workloads.

All staff receive termly supervision.

Well-being is supported using our Wellbeing policy.

Staff complete an annual wellbeing questionnaire adapted from the Anna Freud 5 steps to mental health and well being framework and actions to support staff, lead change and promote wellbeing are planned for based on the questionnaire responses.

Staff are requested to complete a stress risk assessment using I am compliant annually.

18. Accident reporting

18.1 Accident record book (Bump Book)

- Accidents are recorded on Medical Tracker as soon as possible after the accident occurs by the member of staff or first aider who deals with it.
- As much detail as possible will be supplied when reporting an accident
- Information about injuries will also be kept in the pupil's educational record
- Records held in the first aid and accident book will be retained by the school for a minimum of 3 years, in accordance with regulation 25 of the Social Security (Claims and Payments) Regulations 1979, and then securely disposed of.
- Accidents that reach the threshold for reporting to the local authority will be reported using Bristol City Councils online incident reporting form

18.2 Reporting to the Health and Safety Executive

The Head teacher will keep a record of any accident which results in a reportable injury, disease, or dangerous occurrence as defined in the RIDDOR 2013 legislation (regulations 4, 5, 6 and 7).

The Headteacher will report these to the Health and Safety Executive as soon as is reasonably practicable and in any event within 10 days of the incident.

Information on how to make a RIDDOR report is available here:

How to make a RIDDOR report – <http://www.hse.gov.uk/riddor/report.htm>

18.3 Notifying parents

The class teacher or key person will record any accident or injury sustained by a pupil using Brom com, including any first aid treatment given, parents are informed on the same day, or as soon as reasonably practicable.

18.4 Reporting child protection agencies

The Headteacher will notify Bristol Safeguarding Board of any serious accident or injury to, or the death of, a pupil in the Early Years Foundation Stage while in the school's care.

18.5 Reporting to Ofsted

The Headteacher will notify Ofsted of any serious accident, illness or injury to, or death of, a pupil in the Early Years Foundation Stage while in the school's care. This will happen as soon as is reasonably practicable, and no later than 14 days after the incident.

19. Training

Our staff are provided with health and safety training as part of their induction process this includes Fire safety, Manual Handling, Working at Height

Staff are given additional health and safety training when required by a change of procedure, task or when identified as part of a risk assessment.

20. Monitoring

This policy will be reviewed by the Head Teacher annually.

At every review, the policy will be approved by Central Bristol Nursery School Federation Full Governing Body

21. Links with other policies

This health and safety policy links to the following policies:

- Continuity and critical incident policies for each school
- Risk assessment policy
- Supporting pupils with medical conditions (includes first aid and bereavement)
- Accessibility Plan
- Well Being Policy
- Supervision Policy
- Food Policy

Appendix 1. Delegated Services Contact Details

Need our support?



TRAINING
HEALTH, SAFETY & WELLBEING
FACILITIES MANAGEMENT
SAFEGUARDING
BUSINESS SUPPORT
RISK MANAGEMENT

Affordable support to the education and charity sectors

DS' RM&R Advisers

					
Bill Crocker	Mark Howard	Lucy Wyatt	Philip Tranter	Jo Hughes	Jane Meakin

Got a problem? Need some advice? Here's how to get in touch!

General day to day enquiries:
T +44 (0)1275 795 827
E info@delegatedservices.org

If you have a fire, medical emergency, or other life-threatening crisis then you should ring the emergency services. After they have been alerted, and for all other emergencies please call:

Delegated Services Emergency Only number: +44 (0)7979 425 989

A member of the team will liaise to aid an appropriate response and support. Make sure you tell them your telephone number, location and if the emergency services are on the way.

Delegated Services is a not for profit, community interest company providing affordable, expert, and comprehensive support services, in partnership with schools and community organisations.

For more information visit:
www.delegatedservices.org

Clevedon Hall, North Somerset, BS21 7RQ Tel: 01275 795 827

Appendix 2. Recommended absence period for preventing the spread of infection

This list of recommended absence periods for preventing the spread of infection is taken from non-statutory guidance for schools and other childcare settings from Public Health England. For each of these infections or complaints, there [is further information in the guidance on the symptoms, how it spreads and some 'do's and don'ts' to follow that you can check](#).

Infection or complaint	Recommended period to be kept away from school or nursery
Athlete's foot	None.
Campylobacter	Until 48 hours after symptoms have stopped.
Chicken pox (shingles)	Cases of chickenpox are generally infectious from 2 days before the rash appears to 5 days after the onset of rash. Although the usual exclusion period is 5 days, all lesions should be crusted over before children return to nursery or school. A person with shingles is infectious to those who have not had chickenpox and should be excluded from school if the rash is weeping and cannot be covered or until the rash is dry and crusted over.
Cold sores	None.
Rubella (German measles)	5 days from appearance of the rash.
Hand, foot and mouth	Children are safe to return to school or nursery as soon as they are feeling better, there is no need to stay off until the blisters have all healed.
Impetigo	Until lesions are crusted and healed, or 48 hours after starting antibiotic treatment.
Measles	Cases are infectious from 4 days before onset of rash to 4 days after so it is important to ensure cases are excluded from school during this period.
Ringworm	Exclusion not needed once treatment has started.
Scabies	The infected child or staff member should be excluded until after the first treatment has been carried out.
Scarlet fever	Children can return to school 24 hours after commencing appropriate antibiotic treatment. If no antibiotics have been administered the person will be infectious for 2 to 3 weeks. If there is an outbreak of scarlet fever at the school or nursery, the health protection team will assist with letters and factsheet to send to parents or carers and staff.
Slapped cheek syndrome, Parvovirus B19, Fifth's disease	None (not infectious by the time the rash has developed).

Bacillary Dysentery (Shigella)	Microbiological clearance is required for some types of shigella species prior to the child or food handler returning to school.
Diarrhoea and/or vomiting (Gastroenteritis)	Children and adults with diarrhoea or vomiting should be excluded until 48 hours after symptoms have stopped and they are well enough to return. If medication is prescribed, ensure that the full course is completed and there is no further diarrhoea or vomiting for 48 hours after the course is completed. For some gastrointestinal infections, longer periods of exclusion from school are required and there may be a need to obtain microbiological clearance. For these groups, your local health protection team, school health advisor or environmental health officer will advise. If a child has been diagnosed with cryptosporidium, they should NOT go swimming for 2 weeks following the last episode of diarrhoea.
Cryptosporidiosis	Until 48 hours after symptoms have stopped.
E. coli (verocytotoxigenic or VTEC)	The standard exclusion period is until 48 hours after symptoms have resolved. However, some people pose a greater risk to others and may be excluded until they have a negative stool sample (for example, pre-school infants, food handlers, and care staff working with vulnerable people). The health protection team will advise in these instances.
Food poisoning	Until 48 hours from the last episode of vomiting and diarrhoea and they are well enough to return. Some infections may require longer periods (local health protection team will advise).
Salmonella	Until 48 hours after symptoms have stopped.
Typhoid and Paratyphoid fever	Seek advice from environmental health officers or the local health protection team.
Flu (influenza)	Until recovered.
Tuberculosis (TB)	Pupils and staff with infectious TB can return to school after 2 weeks of treatment if well enough to do so and as long as they have responded to anti-TB therapy. Pupils and staff with non-pulmonary TB do not require exclusion and can return to school as soon as they are well enough.
Whooping cough (pertussis)	A child or staff member should not return to school until they have had 48 hours of appropriate treatment with antibiotics and they feel well enough to do so or 21 days from onset of illness if no antibiotic treatment.
Conjunctivitis	None.
Giardia	Until 48 hours after symptoms have stopped.

Glandular fever	None (can return once they feel well).
Head lice	None.
Hepatitis A	Exclude cases from school while unwell or until 7 days after the onset of jaundice (or onset of symptoms if no jaundice, or if under 5, or where hygiene is poor. There is no need to exclude well, older children with good hygiene who will have been much more infectious prior to diagnosis.
Hepatitis B	Acute cases of hepatitis B will be too ill to attend school and their doctors will advise when they can return. Do not exclude chronic cases of hepatitis B or restrict their activities. Similarly, do not exclude staff with chronic hepatitis B infection. Contact your local health protection team for more advice if required.
Hepatitis C	None.
Meningococcal meningitis/ septicaemia	If the child has been treated and has recovered, they can return to school.
Meningitis	Once the child has been treated (if necessary) and has recovered, they can return to school. No exclusion is needed.
Meningitis viral	None.
MRSA (meticillin resistant Staphylococcus aureus)	None.
Mumps	5 days after onset of swelling (if well).
Threadworm	None.
Rotavirus	Until 48 hours after symptoms have subsided.