



Accident and Illness Policy

1. Policy Statement

At Just Play Sports LTD, we are committed to maintaining a safe, inclusive environment for all children, staff, and visitors. We take practical steps to prevent accidents and the spread of communicable diseases and respond promptly and appropriately when incidents occur.

2. Medical Information

- Medical information is gathered on registration through our **online system**.
- Parents must complete **special medication forms** when their child requires medication during sessions.
- All lead staff are trained in **epipen use and epilepsy management**. Additional training will be provided if a child in our care has specific needs to ensure inclusivity.
- Children who are ill should **not attend the Club**. If a child becomes ill while at the Club, parents or carers will be contacted immediately to collect them. Children may return only once fully recovered or after any required exclusion period.

3. First Aid

- The designated **First Aider** is Jack Dillon, who holds a current first aid certificate including a **12-hour paediatric course** compliant with EYFS Annex A.
- First aid training for staff is **renewed every three years**, and additional staff receive first aid training based on session requirements.
- First aid kits are regularly checked, kept fully stocked, and taken on all outings, with at least one certified first aider present.

4. Minor Injuries or Illness

- For minor illness or complaints that do not impair wellbeing, the child will be monitored, and parents will be notified at collection.
- Minor injuries will be treated by a first aider. Parents may be contacted to collect the child if necessary.
- All incidents are recorded on **online Incident or Accident Sheets**, accessible by staff during sessions. Parents can request copies at any time.

5. Major Injuries or Serious Illness

- In serious cases, the first aider will decide whether immediate hospital treatment is required.
- If needed, an ambulance will be called, and a staff member will accompany the child. Parents and emergency contacts will be notified immediately.
- After a major incident, staff and management will review procedures and update policies as needed.
- **Regulatory reporting:**
 - Notify Ofsted and child protection agencies as soon as reasonably possible, no later than 14 days.
 - Notify HSE under RIDDOR in case of death or major injury (e.g., broken limb, amputation, dislocation).

6. Communicable Diseases

- If head lice or minor infections are detected, parents of affected children will be informed discreetly.
- For serious or notifiable diseases:
 - Parents will be informed promptly.
 - The local health protection unit and Ofsted will be notified.
 - HSE under RIDDOR will be informed where appropriate.
- In cases of food poisoning affecting two or more children, Ofsted will be informed within 14 days.

7. Record Keeping

- All accidents and illnesses, along with treatments administered, will be **recorded on online Incident or Accident Sheets**, accessible to staff during sessions. Parents may request copies of these records at any time.

8. Inclusivity

- The Club is committed to being fully inclusive. Staff will receive additional training if needed to meet the specific medical or physical needs of any child in our care.

9. Useful Contacts

- **Ofsted:** 0300 123 1231
- **RIDDOR Incident Contact Unit:** 0845 300 99 23

Name: Jack Dillon

Signed: ~~Jack Dillon~~

Date: 19th August 2026

Reviewed 19th August 2027

Minimum exclusion periods for infectious conditions and diseases

Disease/Condition	Exclusion period
Chicken Pox	Until all vesicles (spots) have crusted over
Cold Sores	None. Avoid contact with sores
Conjunctivitis	None
Diphtheria*	Exclusion always necessary, consult local Health Protection Team
Diarrhoea and Vomiting	48 hours after last episode of diarrhoea or vomiting
Glandular Fever	None
Gastro-enteritis, E. Coli, Food Poisoning, Salmonella and Dysentery	48 hours after last episode of diarrhoea - further exclusion may be required for some children
Hand, Foot and Mouth disease	None
Hepatitis A*	Until 7 days after onset of jaundice
Hepatitis B* and C*	None
High temperature	24 hours
HIV/AIDS	None
Impetigo	Until lesions are crusted and healed, or 48 hours after starting antibiotic treatment
Influenza	Until recovered
Measles*	4 days from onset of rash
Meningitis*	Until recovered
Molluscum Contagiosum	None
Mumps*	5 days from onset of swollen glands
Pediculosis (lice)	None
Pertussis* (Whooping cough)	5 days from commencing antibiotic treatment or 21 days from the onset if antibiotics not given
Ringworm	Exclusion not usually required
Rubella* (German Measles)	4 days from onset of rash
Scabies	Until first treatment has been given
Scarlet fever*	24 hours after starting antibiotic treatment
Slapped Cheek, Fifth Disease	None (once rash has developed)
Threadworms	None
Tonsillitis	None
Tuberculosis*	Consult local Health Protection Team
Typhoid*, Paratyphoid*	48 hours after last episode of diarrhoea - further exclusion may be required for some children
Warts (including Verruca)	None. Verruca sufferers should keep feet covered

*** Denotes a notifiable disease.**