

ILLNESS POLICY AND PROCEDURES FOR MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

1. Introduction

At Magical Tots Dance and Magical Days Theatre School, the health and safety of our students, staff, and visitors are our top priorities. This policy outlines the procedures to follow when a child is unwell, based on NHS guidance, to ensure a safe environment for everyone.

2. Scope

This policy applies to all students, staff, parents, volunteers and visitors at Magical Tots and Magical Days Theatre School. It covers how to manage illness, when to stay home, procedures for returning to class after an illness, and our policies regarding missed sessions due to illness.

3. General Guidelines

- Stay Home When Unwell:
 - Children should not attend dance or theatre classes if they are unwell, especially if they have a contagious illness or are exhibiting symptoms such as fever, vomiting, diarrhoea, or an unexplained rash.
- Notify the School:
 - Parents or guardians should inform the school as soon as possible if their child will not be attending due to illness. This can be via a phone call, text message, private message on social media or email. This allows us to monitor any potential spread of illness within the schools.
- Seek Medical Advice:
 - If a child exhibits symptoms of a serious illness or if symptoms persist, parents should seek medical advice from their GP or NHS services.

4. Specific Illnesses and Exclusion Periods

Based on NHS guidelines, the following are some common illnesses and the recommended exclusion periods before a child can return to class:

- Fever (High Temperature):
 - Children should stay home until their temperature has returned to normal for at least 24 hours without the use of medication.
- Vomiting and Diarrhoea:
 - Children should stay home for at least 48 hours after the last episode of vomiting or diarrhoea to reduce the risk of spreading the illness.
- Coughs and Colds:
 - Children with a mild cough or cold can attend classes if they feel well enough. However, if they have a persistent cough, green nasal

ILLNESS POLICY AND PROCEDURES FOR MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

discharge, or difficulty breathing, they should stay home and seek medical advice.

- Chickenpox:
 - Children should stay home until all the spots have crusted over, usually about five days after the rash appears.
- Measles, Mumps, and Rubella (MMR):
 - Children with measles, mumps, or rubella should stay home for at least four days after the rash appears or until fully recovered.
- Conjunctivitis:
 - Children with bacterial or viral conjunctivitis should stay home until treatment has begun and symptoms have improved.
- Impetigo:
 - Children should stay home until all sores are dry and crusted over, or 48 hours after starting antibiotic treatment.
- COVID-19:
 - Try to stay at home and avoid contact with other people if you or your child have symptoms and either:
 - have a high temperature
 - do not feel well enough to do your normal activities

Your child can return to class when they feel better or do not have a high temperature. If your child has mild symptoms such as a runny nose, sore throat or mild cough, and they feel well enough, they can attend class.

5. Managing Illness During Class

- Isolating Unwell Children:
 - If a child becomes unwell during a Magical Days Theatre School class or MCC, they will be moved to a quiet, comfortable area away from other students, and their parent or guardian will be contacted immediately to collect them.
 - If a child becomes unwell during a class where their parent/guardian is present (Magical Tots classes), we may ask you to take your child home.
- First Aid:
 - All our teachers are first aid trained. They will assess the child and provide appropriate care while waiting for the parent or guardian to arrive.

ILLNESS POLICY AND PROCEDURES FOR MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

6. Returning to Class After Illness

- Fit to Return:
 - Children should only return to class when they are fully recovered and able to participate in normal activities. This helps to ensure they do not spread illness to others and are well enough to benefit from the class.
- Medical Clearance:
 - For serious or contagious illnesses, the school may request a note from the child's GP or a confirmation that the child is fit to return.

7. Missed Sessions Due to Illness

- Magical Tots Dance:
 - If a child misses a class due to illness, when they are well they are welcome to catch up by attending an alternative class at another venue on a different day within the same term. However, we are unable to refund the cost of a missed session.
- Magical Days Theatre School & MCC:
 - If a child misses a class due to illness, we are unable to refund the cost of the missed session.

8. Infectious Disease Outbreaks

- Notification:
 - In the event of an outbreak of an infectious disease within the school, parents will be informed promptly, and we will follow guidance from the NHS and local health authorities.
- Enhanced Cleaning:
 - We will implement enhanced cleaning and hygiene measures to minimise the risk of further transmission.

9. Hygiene Practices

- Hand Hygiene:
 - All students, staff, parents, volunteers and visitors are encouraged to wash their hands regularly, especially before eating, after using the restroom and after coughing or sneezing.
- Cough and Sneeze Etiquette:
 - Children will be taught to cover their mouth and nose with a tissue or elbow when coughing or sneezing and to dispose of tissues immediately in a bin.

10. Monitoring and Review

- Regular Review:

ILLNESS POLICY AND PROCEDURES FOR MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

- This policy will be reviewed annually or as NHS guidelines are updated to ensure it remains in line with the latest health recommendations.
- Feedback:
 - Feedback from parents, staff, and students is welcomed and will be considered in future reviews of this policy.

11. Conclusion

Magical Tots Dance and Magical Days Theatre School are dedicated to maintaining a healthy environment where children can learn and thrive. By following this illness policy, we can help prevent the spread of illness and ensure the well-being of all our students, staff, and their families.

This policy aligns with NHS guidance and includes provisions for missed sessions due to illness, ensuring that the health and safety of everyone involved with our schools are prioritised. We appreciate the cooperation of parents and guardians in adhering to these guidelines.

If you have any queries regarding our Illness Policy and Procedures please contact the Founder, Miss Amy - hello@magicaltots.co.uk or hello@magicaldaystheatreschool.co.uk

Policy adopted by: Amy Jane

Role: Magical Tots Dance/Magical Days Theatre School Founder

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