



Infection Control & Illness Policy

1. Policy Statement

This Infection Control & Illness Policy sets out how **Elite SF** minimises the spread of infection and manages illness to protect the health, safety, and wellbeing of children, coaches, volunteers, and visitors. This policy is written in line with safeguarding and welfare expectations consistent with Ofsted requirements, public health guidance, and recognised best practice.

Elite SF is committed to maintaining a clean, hygienic, and safe environment and to responding promptly and effectively to illness or infection.

2. Scope of the Policy

This policy applies to:

- All children attending sessions, clubs, camps, and activities
- All coaches, assistants, volunteers, young workers, and contractors
- All indoor and outdoor environments used by the business

3. Key Principles

- The health and wellbeing of children is paramount
- The spread of infection will be minimised through effective hygiene practices
- Clear procedures will be followed when illness occurs

4. Responsibilities

Management Responsibilities

- Ensure infection control procedures are implemented and monitored
- Provide appropriate cleaning materials and personal protective equipment (PPE)
- Ensure coaches are trained in infection control practices
- Monitor public health guidance and update procedures as required

Coach Responsibilities

- Follow infection control and hygiene procedures at all times

- Encourage and model good hygiene practices for children
- Monitor children for signs of illness
- Report concerns immediately and act appropriately

5. Hygiene and Infection Control Procedures

To reduce the risk of infection:

- Regular handwashing will be encouraged and supervised where appropriate
- Hand sanitiser will be available when handwashing facilities are not accessible
- Surfaces and equipment will be cleaned regularly
- Shared equipment will be cleaned between groups where possible
- Good respiratory hygiene (catch it, bin it, kill it) will be promoted

6. Managing Illness

- Children who are unwell must not attend sessions
- Any child who vomits during a session will be assessed immediately
- If vomiting is suspected to be **infectious**, the child will be **sent home as soon as possible** to reduce the risk of infection spreading
- The child will be supervised in a quiet area away from others while awaiting collection
- Parents/carers will be contacted immediately
- Medical advice will be followed where required

7. Exclusion Periods

Children and coaches should not attend if they have:

- Vomiting or diarrhea (must be symptom-free for at least 48 hours)
- Fever or signs of infectious illness
- Other contagious conditions as advised by public health guidance

Exclusion periods will follow current UK health guidance.

8. Managing Outbreaks

- Any suspected outbreak will be reported to management immediately
- Advice will be sought from public health authorities where required
- Enhanced cleaning and hygiene measures will be implemented

- Parents/carers will be informed as appropriate

9. First Aid and Body Fluid Spills

- PPE will be worn when dealing with bodily fluids
- Body fluid spills will be cleaned immediately using appropriate products
- Waste will be disposed of safely
- Hands will be washed thoroughly after incidents

10. Medication and Medical Needs

- Medication will only be administered in line with the Medication Policy (where applicable)
- Medical needs and care plans will be followed
- Records will be completed accurately

11. Safeguarding Considerations

- Infection control is part of safeguarding and welfare practice
- Coaches will act promptly to protect children's health
- Any concerns relating to neglect or failure to seek medical care will be reported to the Designated Safeguarding Lead (DSL)

12. Communication with Parents/Carers

- Parents/carers will be informed of illness or infection concerns promptly
- Guidance on exclusion periods and return to sessions will be shared
- Clear expectations will be communicated

13. Training and Awareness

- Coaches will receive training on infection control and hygiene
- Procedures will be covered during induction
- Updates will be provided as guidance changes

14. Policy Review

This policy will be reviewed annually or sooner if:

- Ofsted guidance or public health advice changes
- An illness or outbreak highlights the need for review
- Operational changes occur

15. Declaration

All coaches, volunteers, and parents/carers must read, understand, and agree to comply with this Infection Control & Illness Policy.

16. Acknowledgement and Acceptance (BrightHR)

All self-employed coaches and contractors engaged by Elite SF are required to read and acknowledge this Policy Breach Procedure, along with all associated policies, via the BrightHR system (or equivalent compliance platform used by the business).

Acknowledgement via BrightHR constitutes confirmation that the individual:

- Has read and understood the contents of this procedure
- Agrees to adhere to all company policies and standards
- Understands the consequences of policy breaches as outlined

Failure to complete policy acknowledgement may result in:

- Suspension of work allocation
- Removal from scheduled sessions until compliance is confirmed

The business reserves the right to rely on digital acknowledgement records as evidence of acceptance of terms and expectations.

Adopted on: 29th December 2025

Signed on behalf of Elite SF: J. Bartram

Date for review: 29th December 2026