



## Sick Children and Medication Policy

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## **Rationale**

Children who have infectious illnesses, or who are feeling ill, should be cared for at home. However, we acknowledge that there are circumstances where children will become ill or feel unwell whilst attending the setting. We also acknowledge that some children need medication to be administered during the day.

## **Aims**

1. To promote the good health of children and to take appropriate action when they are ill.
2. To prevent the spread of infection.
3. To implement effective management systems to support individual children's medical needs.
4. To ensure the safe administration of medicines.

## **Guidelines**

- The following procedures are adhered to following advice from the Department of Health, the Statutory Framework for the Early Years Foundation Stage, and Bristol City Council.

## **Children who are unwell:**

- In order to prevent the spread of infection through the setting, children will not be admitted when presenting symptoms of illness.
- Parents/carers will be contacted if their child becomes sick during the day and they will be expected to make arrangements to have their child collected from the setting as soon as possible.
- Parents/carers will be asked to notify Ilminster Avenue Nursery School if their child is ill and the nature of the illness.
- If a child develops diarrhoea or vomiting they must remain at home until a clear 48 hours have passed with no presentation of these symptoms.
- If children are completing a course of antibiotics, they may return to nursery when symptoms have ceased. Children will not be admitted until they have been taking medication for at least 48 hours.

## **Medication:**

- Medication should only be administered by staff following completion of the 'Administration of Medication' course.
- Staff can volunteer to take on this role and not directly instructed, unless this is specified prior to employment and included in the job description.
- Staff who undertake training are permitted to administer specific medication provided they have completed the relevant training, e.g. Epipen.
- Further training will be provided by qualified health professionals in order to meet the long-term health/medical needs children. This training will be specific to the individual child.
- Medication will not normally be administered unless prescribed for that child by a doctor, dentist, nurse or pharmacist. It must be in its original container with the full pharmacy label. It must be prescribed for a current illness or ongoing condition and be within the expiry date.
- The dosage and timing requested should match the instructions on the packaging.
- Parents must inform staff about the time of the child's last dose and the amount and time of the dose to be given during the session.
- The child's parent/legal carer must fully complete the Medication Consent Form in the presence of a member of Ilminster Avenue Nursery School providing signed consent.
- Parents/carers must accept responsibility for instructing staff.
- Each dose of medication will be checked against the parent's/carers instructions and medication consent form, before being administered by a trained member of staff and witnessed by the child's key person. This will be recorded and signed by both members of staff.
- The medication record must be signed by the parent/carers when they collect their child.
- If children require emergency medication, an individual protocol will be in place and parents will be informed immediately by telephone if it needs to be administered.
- Medication will be stored in a locked cabinet or cupboard, or refrigerated if necessary, out of the reach of children.
  
- Non-prescribed medication will only be administered where there is a health reason for doing so, such as nappy rash cream, pain and fever relief, e.g. Calpol, Bonjella type teething gel. Eczema cream/emollients must be prescribed.
- Staff can only administer non-prescribed medication if the following conditions have been met:
  - ~ Advice must be obtained from a General Practitioner in the event of parents requesting the administration of either non-prescribed homeopathic/traditional remedies or non-prescribed products obtained from the Pharmacy.
  - ~ The child's parent/legal carer must fully complete the Medication Record Consent Form in the presence of a member of IASNSCC, providing signed consent, and parents/carers must accept responsibility for instructing staff.
  - ~ Staff must be informed about the time of the child's last dose and the amount and time of the dose to be given during the session.
  - ~ The dosage and timing requested should match the instructions on the packaging.
  - ~ Only medication brought in by the parent is used.

- ~ Medication will be stored safely as outlined above.
- ~ A record will be kept of the time, date and amount of medication administered and parents will sign when they collect their child. For children using county transport, parents will be informed of these details via the home/school diary.

Policy date: January 2021