

## 4. medication

**England: EYFS:**

**3.42 - 3.44**

We promote the good health of children attending nursery and take necessary steps to prevent the spread of infection (see sickness and illness policy). If a child requires medicine we will obtain information about the child's needs for this, and will ensure this information is kept up-to-date.

When dealing with medication of any kind in the nursery, strict guidelines will be followed.

### **Prescription medication**

- Prescription medicine will only be given to the person named on the bottle for the dosage stated
- Medicines must be in their original containers and have a prescription label attached
- Those with parental responsibility of any child requiring prescription medication should allow a senior member of staff to have sight of the bottle. The staff member should note the details of the administration on the appropriate form and another member of staff should check these details
- Those with parental responsibility must give prior written permission for the administration of each and every medication. However we will accept written permission once for a whole course of medication or for the ongoing use of a particular medication under the following circumstances:
  1. The written permission is only acceptable for that brand name of medication and cannot be used for similar types of medication, e.g. if the course of antibiotics changes, a new form will need to be completed
  2. The dosage on the written permission is the only dosage that will be administered. We will not give a different dose unless a new form is completed

3. Parents should notify us IMMEDIATELY if the child's circumstances change, e.g. a dose has been given at home, or a change in strength/dose needs to be given.

- The nursery will not administer a dosage that exceeds the recommended dose on the instructions unless accompanied by a doctor's letter
- The parent must be asked when the child had last been given the medication before coming to nursery; this information will be recorded on the medication form. Similarly when the child is picked up, the parent or guardian must be given precise details of the times and dosage given throughout the day. The parent's signature must be obtained at both times
- At the time of administering the medicine, a senior member of staff or the child's key person will ask the child to take the medicine, or offer it in a manner acceptable to the child, at the prescribed time and in the prescribed form. (It is important to note that staff working with children are not legally obliged to administer medication)
- If the child refuses to take the appropriate medication then a note will be made on the form
- Where medication is "essential" or may have side effects, discussion with the parent will take place to establish the appropriate response
- Wherever possible ask parents to request that GPs prescribe the least number of doses per day, i.e. three x daily, rather than four x daily.

### **Non-prescription medication**

- The Nursery will not administer non prescribed medication with the exception of Calpol, Piriton and Blue Inhaler WITH parents' permission only so long as the child is not contagious. If the Nursery feels the child would benefit from medical attention rather than non-prescription medication, we reserve the right to refuse nursery care until the child is seen by a medical practitioner
- Medicines containing aspirin will also only be given if prescribed by a doctor
- For any non-prescription cream for skin conditions e.g. Sudocreme or teething gel, prior written permission must be obtained from the parent and the onus is on the parent to provide the cream/gel which should be clearly labelled with the child's name

- If any child is brought to the nursery in a condition in which he/she may require medication sometime during the day, the Room manager/ Deputy Manager or Nursery Manager will decide if the child is fit to be left at the nursery. If the child is staying, the parent must be asked if any kind of medication has already been given, at what time and in what dosage and this must be stated on the medication form
- The Nursery DOES NOT administer any medication unless prior written consent is given for each and every medicine. A doctor or Health Care professional must have advised the parent to administer paracetamol or Ibuprofen for a child's illness before we can administer it to a child. We cannot administer medicines (unless advised by a doctor/health professional) just to help a child through the day as we could be masking an underlying illness.
- In the case of a child having a high temperature and it is felt that they would benefit from paracetamol **whilst waiting to be collected**, we will contact the parents who must give permission to two members of staff to be able to administer it. Parents must then sign the consent form on collection. We can only administer medicines that a child has previously had to avoid any reactions.

### **Injections, pessaries, suppositories**

As the administration of injections, pessaries and suppositories represents intrusive nursing, they should not be administered by any member of staff unless appropriate medical training is given to each member of staff caring for this child. This training would be specific for each child and not generic. If this causes a problem in providing appropriate care of a child, please consult Ofsted.

### **Staff medication**

The first aid box for staff should be kept in a readily accessible position, but out of reach of the children.

First aid boxes should only contain items permitted by the Health and Safety (First Aid) Regulations Act 1981, such as sterile dressing, bandages, and eye pads. No other medical items, such as paracetamol should be kept in the first aid box.

## Storage

All medication for children must have the child's name clearly written on the original container and kept in the kitchen fridge (where no children have access) or the medication box/cupboard in pre-school storage cupboard/Baby room changing room, which is out of reach of all children and under supervision.

Emergency medication, such as inhalers and epipens, will be within easy reach of staff in case of an immediate need, but will remain out of children's reach and under supervision at all times.

Any antibiotics requiring refrigeration must be kept in the kitchen fridge which is inaccessible to children.

All medications must be in their original containers, legible and not tampered with or they will not be given. All prescription medications should have the pharmacist's details and notes attached to show the dosage needed and the date the prescription was issued. This will all be checked, along with expiry dates, before staff member agrees to administer any medication.

Internal use only

<b>This policy was revised on</b>	<b>Signed on behalf of the nursery</b>	<b>Date disseminated to staff</b>	<b>Date for next review</b>
12/10/16	Michele Glide	19/10/2016	12/10/17
12/10/16	Sharon Duell	06/09/2018	06/09/2019
17/02/2021	Sharon Duell	17/02/2021	17/02/2022