



## Medication

If anyone becomes unwell whilst at nursery, we will contact their parent/carer immediately and they will be sent home. Due to the nature of COVID-19, a key symptom of which is a high temperature, we will risk assess whether or not we prescribe non-prescribed medication, based on individual cases and emergency situations (with prior permission).

Prescribed medication will be reviewed on a case-by-case basis, taking into account the reason for the medication and the safety for the child and member of staff administering it. For this, online permissions will be requested where possible.

### Prescription medication

- Prescription medicine will only be given to the person named on the bottle for the dosage stated.
- If a child requires antibiotics, they will only be allowed back into nursery 48 hours AFTER the first dose has been administered.
- Medicines must be in their original containers
- Those with parental responsibility of any child requiring prescription medication must allow a senior member of staff to have sight of the bottle. The staff member will note the details of the administration on the appropriate form and another member of staff must 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 prescribed 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 must 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 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 policy is to allow short term usage non-prescription medication for liquid paracetamol and antihistamine ONLY. All other medication will need to be prescribed by the child's doctor or pharmacist. This policy clause is due to the NHS no longer prescribing over the counter medication.

### **Non-prescription medication – Nursery use**

In the event of a situation where the parent is unable to collect their child immediately and the child is exhibiting symptoms of a temperature. The nursery can on the verbal consent of the parent administer liquid paracetamol. This will be documented within the Medication permission book and signed by the parent on collection of the child.

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

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

### **First Aid**

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

First aid boxes must 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 must be kept in the first aid box.

### **Storage**

All medications must be in their original containers, legible and not tampered with or they will not be given.

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 an area inaccessible to children.

All medications must be in their original containers or they will not be given. All prescription medications must 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 agree to administer medication.