

ADMINISTRATION OF MEDICINE AND SICK CHILD POLICY



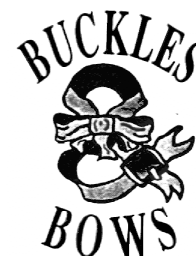
Administering Medicines Policy

- As a setting we adhere to the Early Years Foundation Stage, Safeguarding and Welfare Requirements 2017 and we have agreed that no un-prescribed medication will be given to children.
- Staff will only administer Inhalers and Epipens.
- No medication containing aspirin will be given to any child attending this setting.
- Children's prescribed drugs i.e Inhalers and Epipens are stored in their original containers, in accordance with product and prescriber's instructions and are clearly labelled and are inaccessible to the children. It must be in date and prescribed for the current condition. All medication will be securely stored and out of reach of children .
- This states the name of the child, name/s of parent(s), date the medication starts, the name of the medication and prescribing doctor, nurse, dentist or pharmacist, the dose and times, or how and when the medication is to be administered.
- If the administration of prescribed medication requires medical or technical knowledge, tailored training is provided for at least 2 relevant members of staff by a health professional prior to the child attending the setting.
- We use the Medication log to record any administration of medicine and record; time, date, dosage and the form is signed by both the staff member administering the medication (also countersigned by a witnessing member of staff) and the parent/carer on collection of the child.
- We will ask you to review your Child's registration form and health requirements to check details are correct when children attend the setting with prescribed medication
- If a practitioner at this setting is taking medication which they believe may affect their ability to care for children, they should inform the manager and only work directly with children after seeking medical advice and a thorough risk assessment being carried out. The provider will require evidence of this before the practitioner is able to work directly with children.
- All staff medication whether prescribed or un-prescribed will be securely stored and out of the reach of children .

Sickness Policy

All parents are shown this policy so that they are aware of our policy on the exclusion of ill or infectious children. This is also discussed with parents during our settling in visits to the setting.

ADMINISTRATION OF MEDICINE AND SICK CHILD POLICY



We do not provide care for children who are unwell, have a temperature, or sickness and diarrhoea, or who have an infectious disease. This is in line with the Health Protection Agency's 'Guidance on Infection Control in Schools and other Childcare Settings September 2014'.

The setting adopts a 48-hour rule for sickness and diarrhoea. This means that children and staff cannot return to the setting until 48 hours after their last bout of sickness and/or diarrhoea.

Young children's nappies will be individually monitored. If a young child is displaying obvious sickness and diarrhoea they will be sent home. However, loose nappies will be monitored and after two loose nappies, parents will be notified and asked to take the young child home. For older children, with obvious sickness and diarrhoea, the parents/carers will be contacted and asked to collect them immediately. In the event of your child/children becoming ill whilst at the setting, the staff will follow the outlined procedure below:

- Person in charge to be informed.
- Description of the symptoms/problem to be relayed to the appropriate staff.
- Staff to assess the child/ren and decide on appropriate action required.
- If the child is thought to have an infectious disease or is deemed too unwell to attend the setting, a member of staff will contact the child's parents/carers to ask them to collect the child.
- If the child's parent/carers are unavailable emergency contact numbers will then be used.
- While the child is deemed well enough to attend the setting, or is awaiting collection by his/her parents, the child will be offered fluids and supported in a quiet or rest area.

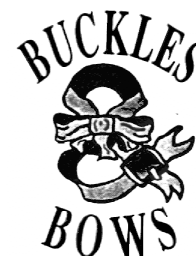
Children with headlice are not excluded, but must be treated to remedy the condition. Parents are notified if there is a case of headlice in the setting.

Parents and visitors are notified if there is an infectious disease, such as chicken pox. HIV (Human Immunodeficiency Virus) may affect children or families attending the setting. Staff may or may not be informed about it. Children or families are not excluded because of HIV.

Good hygiene practice concerning the clearing of any spilled bodily fluids is carried out at all times.

Staff suffering from sickness and diarrhoea do not handle food and are sent home as soon as staffing ratios allow. Staff are not able to return to work until they have been clear of sickness or diarrhoea for 48 hours.

ADMINISTRATION OF MEDICINE AND SICK CHILD POLICY



The Public Health England South Region (Tel 0300 303 8162) is notified of any infectious disease that a qualified medical person considers notifiable. (Infectious Disease (Notification) Act 1889)

| Child needs to be sent home immediately | Child does not need to be sent home immediately |
|--|--|
| Contact parent/ carer | Make child suitably comfortable |
| Make child suitably comfortable, Encourage rest/ fluids, whatever is required/ appropriate to their illness symptoms | Encourage rest/ fluids, whatever is required/ appropriate to their illness symptoms |
| Move child to a more appropriate area of the nursery | Encourage quiet activity |
| Dress/ undress appropriately | Inform all staff of the situation and advise close monitoring if child moves away to play |
| Comfort and reassure child/ren | Dress/ undress appropriately |
| Update and inform parents/ carer on collection | Regularly assess child/ren |
| Advise Doctors appointment if this is felt necessary | Update and inform parents/ carer on collection |
| Request the parent/ carer phones later/ next day/ after Dr. appointment to inform Nursery of diagnosis | Advise doctors appointment if felt necessary |
| | Request parent/ carer phones later/ next day if there is any developments or diagnosis |

Notify other users of the Nursery if the child is discovered to have an infectious/contagious condition/illness respecting the privacy of the ill child/family

Advise parent/carer on the agreed time of return to nursery, taking into consideration the illness and required incubation periods.

Notify Public Health England of any notifiable disease followed by Ofsted (including what steps are being taken to minimise the risk).