

Administration of Medication and Sick Child Policy

At the Den we follow the guidelines below regarding medication:

- Medication may be administered. It must be in-date and prescribed for the current condition.
- Children taking prescribed medication must be well enough to attend the setting.
- As a setting we adhere to the Early Years Foundation Stage, Safeguarding and Welfare Requirements Updated 2024 and we have agreed that no un-prescribed medication will be given to children. If your child has a health reason to need medication such as Paracetamol or Calpol a GP or nurse should be able to prescribe this.
- No medication containing aspirin will be given to any child attending this setting, unless it has been prescribed by a health professional e.g. doctor, dentist, nurse or pharmacist.
- Children's prescribed drugs are stored in their original containers, in accordance with product and prescriber's instructions and are clearly labelled and are inaccessible to the children. All medication will be securely stored and out of reach of children in the locked storage cupboard in the Millennium Room.
- Parents/carers give prior written permission for the administration of medication.
- 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 there are any changes to dosage from the initial prescription (for example with an inhaler) this needs to be in writing from the child's Doctor, nurse or pharmacist.
- 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 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 unprescribed will be securely stored and out of the reach of children in the locked cupboard in the Millennium Room.

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 home visit or initial settling in visit to the setting.

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'

http://www.publichealth.hscni.net/sites/default/files/Guidance_on_infection_control_in%20schools_poster.pdf

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.

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:

- Keyperson/lead practitioner 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, the Keyperson/lead 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.

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

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.

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.

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 (parents may still be called as a precaution)
Staff consider the child has: • A potentially infectious illness • Diarrhoea • Sickness • A high temperature *this is not an exhaustive list	Staff consider the child: • Is not behaving in their normal manner • Has chosen not to eat/drink • Has explained they feel unwell *this is not an exhaustive list

Contact parent/ carer	Make child suitably comfortable Encourage rest/ fluids, whatever is required/ appropriate to their illness symptoms
Make child suitably comfortable, Encourage rest/ fluids, whatever is required/ appropriate to their illness symptoms	Encourage quiet activity
Move child to a more appropriate area of the nursery	Inform all staff of the situation and advise close monitoring if child moves away to play
Dress/ undress appropriately	Dress/ undress appropriately
Comfort and reassure child/ren	Regularly assess child/ ren
Update and inform parents/ carer on collection	Update and inform parents/ carer on collection
Advise Doctors appointment if this is felt necessary	Advise doctors appointment if felt necessary
Request the parent/ carer phones later/ next day/ after Dr. appointment to inform the setting of the diagnosis	Request parent/ carer phones later/ next day if there is any developments or diagnosis

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

Advise parent/carers on the agreed time of return to the setting, 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).

This policy was adopted by: The Den	
Date: 08.02.22	Signed: AGriffin
Date: 17.06.25	Signed: AGriffin