

University of Warwick Nursery

Child Medication Policy

We have a duty to promote the health and wellbeing of all the children who attend the nursery. Children who are unwell are not able to reach their full potential and develop a healthy lifestyle. Sometimes, to achieve this, it is necessary for children to be taking medication while attending nursery.

The following policy outlines our attitudes and procedures for caring for children who are taking medication.

- We are only able to administer medicines that have been prescribed by the child's G.P.
- All medicines must be kept out of the reach of children and, where appropriate, in the fridge
- A child who has been prescribed anti-biotics should be kept at home for at least 24 hours after having the first dose to allow for any potential adverse effects and infection.
- When bringing medicines into the nursery, parents must be asked to complete a medication form recording the name, dosage and frequency of the medication to be administered. Parents must sign this form. The form is then held in the room's clip file. When the medication is administered, staff must sign the form and witnessed by a member of staff when administered. Parents must also be asked to sign the form when they collect their child to acknowledge notification that the medicine has been administered. When the course of medication is completed, the medication form must be taken to the office where it will be kept in the child's file.
- Where necessary staff will receive the correct training to administer specialist medical treatment. For example, EPI pen training.
- Where a child has a long-term illness or condition that requires the regular use of medication, the child's Key Person will liaise with the parents to ensure proper use and storage of the medication. It will be necessary to complete a medical care plan and individual risk assessment. The parents will be asked to sign a medication form each day to acknowledge that the medication has been given as directed.
- A list of all children who have on going medical needs, allergies or intolerances will be available in each room so that all members of staff are aware.
- If a child has a high temperature the staff will administer the nursery's supply of **Children Suspension Liquid such as Calpol or Piriton/Clarityn for allergies** only if that child's parent has given permission by telephone on the same day to help bring down their child's high temperature or with Piriton/Clarityn to ease the symptoms of an allergy. If Calpol has been administered, the parent must collect the child within four hours of the dose being administered or be collected sooner if the child's temperature continues to rise or does not go down. **One dose only is to be given by nursery staff in the period of 24 hours. Calpol is only administered to relieve high temperatures.** A medicine form that accompanies the nursery's bottle must be filled out and signed by the parent when collecting the child. If a dose of Calpol has been

administered at nursery, the child may only attend the nursery 24 hours after being given a dose by the staff. The exception to this is if the child is known to be teething and has a high temperature as one of the symptoms.