

EARLY YEARS FOUNDATION STAGE MEDICATION POLICY

Policy statement

We promote the good health of children in the Early Years Foundation Stage (EYFS). We have a procedure outlined below that is discussed with parents and carers. Staff will only administer medicine prescribed by a child's GP or other medical professional (see exclusion).

Exclusion

If a child has a high/rising temperature, and parents are unavoidably held up, provided we have consent from parents, we may decide to administer a dose of liquid paracetamol in order to reduce fever and risk of convulsion. If we are unable to contact the parents, in extreme cases, we may administer a dose of liquid paracetamol.

Procedures

- Parents must complete consent forms to permit staff to administer medication. The exact dosage to be given for medicine prescribed by the child's GP must be clearly marked on the container with the date and child's name. These are the only instructions that staff will follow.
- If a child has been given any type of medication at home prior to attending the EYFS (e.g. Tixilyx or Calpol) the staff must be informed.
- In the case of prescribed medication, a period of 24 hours must pass between the first dose being given and the child's return to the EYFS. This is to ensure that there is no adverse reaction to the prescribed medicine and because the staff cannot cater for children who are unwell.
- Parents must inform staff if bringing medication onto the EYFS, so that it may be stored safely out of reach of the children in the lockable medicine cabinet or in a lockable fridge if necessary.
- Medication must not be left in the child's bag.
- Medication books are kept within each room of the nursery and in each classroom in Oak Reception and must be correctly completed. They must be dated and signed by the staff member giving the medicine and include dosage and method of

administration. The Room Leader, Teacher or Nursery Manager must witness the administration of any medication and countersign the book.

- The parent/carer must countersign the medication record on collection of their child so that they are aware of when the last dose was given.
- They are checked by our first aid co-ordinator half termly.
- Specialist training in use of epipen will be provided for staff and other specialised training would be sought if required.
- All parents issued with Public Health England guidelines on infectious diseases along with the relevant exclusion times.

If a child becomes unwell during the day (not to be followed for serious accidents or in event child has a suspected life threatening illness)

- A medical monitoring form will be completed.
- The parent/carer will be telephoned immediately.
- Staff inform management who will provide support in rooms if necessary.
- The child is kept away from the other children under the constant care of an adult wherever possible (within the room).
- The child will be made comfortable while awaiting collection by the parents/carers.
- The monitoring form will be continued until the child is collected.
- If the child deteriorates rapidly, the Nursery Manager or Assistant Head (with responsibility for Early Years) will be informed and if necessary an ambulance will be called.
- In cases of sickness and diarrhoea we follow infection control measures as advised by Public Health England, which include disinfecting surfaces and door handles and washing absorbent materials.
- Children and staff are not permitted to return to the EYFS for 48 hours after the last incidence of sickness or diarrhoea.
- All staff and children show extra vigilance with hand washing.