

LITTLE STARS NURSERY POLICIES

Caesars Way, Folkestone, Kent, CT194AH

Telephone 01303 277773

Administrations of Medicines

- We will only administer medicines that are essential – this means medicines which are detrimental to the Child's health if not administered during the session. EG Ventolin for asthma or EpiPen for anaphylaxis.
- Medicines are only administered by an appointed first aider and must have been given to the child on at least one previous occasion by the carer to allow for the chance of any reaction/side effect to have been observed.
- Only medicines which are prescribed by a doctor and clearly labelled with dose and times in its original packaging will be administered. We will make an exception for paracetamol/ibuprofen for children that are teething or have mild temperatures but with prior discussion on arrival at nursery.
- All medicines should be clearly labelled with the child's name and date of birth in a clear bag.
- Medicines should not be left in a child's lunch bag or box.
- Medicines will be stored strictly in accordance with product instructions and in the original container in which it was dispensed. Medicines will be stored in a lidded box in the fridge or on a shelf in the office.
- Regular medication such as asthma inhalers should be labelled with the child's name and will be kept with the first aid equipment in the office.
- Parents/carers must keep the setting up to date with their child's medical needs.
- Staff will agree with parents how often they should jointly review the health care of a child requiring regular medication. If a child has complex health needs medical advice will be sought and staff may undertake specialist training if necessary.

- Medicine forms must be completed by the parent or person with parental responsibility before any medication is administered.

- If a child refuses medication staff will not force them to take it and parents will be contacted straight away and asked to return to the nursery to administer the medicine themselves.

- An ambulance will be called in all medical emergencies.

This policy was adopted 6th November 2014

The policy review/amended date is: January 2017