



## 6.3 Medication

EYFS: The Safeguarding and Welfare Requirements  
3.19, 3.46, 3.47

### Policy Statement

At Sunrise Community Nurseries (Sunrise), we promote the good health of children attending the nursery and take necessary steps to prevent the spread of infection (see policy **6.2 Sickness and Illness**).

While it is not our policy to care for sick children, who should be at home until they are well enough to return to the setting, we agree to administer medication as part of maintaining their health and well-being or when they are recovering from an illness or if they have a high temperature.

If a child requires medicine, we will obtain information about the child's needs for this and will ensure this information is kept up to date.

### Procedures

- Medicine will only be given when prescribed by the a Doctor/Pharmacist and for the person named on the bottle for the dosage stated.
- Medicines must be in their original containers with their instructions printed in English (only UK licensed medication will be administered).
- Those with parental responsibility for any child requiring prescription medication must hand over the medication to a member of staff and complete a medicine form on the EYWorks system.
- Staff at the nursery will not administer a dosage that exceeds the recommended dose on the instructions or give two medications at one time unless accompanied by written instructions from a relevant health professional such as a letter from a doctor or dentist.
- The parent must be asked when the child has last been given the medication before coming to nursery and reminder to record this information on the medication form. Similarly, the parent must be given precise details of the times and dosage given throughout the day, recorded on the medication form.
- At the time of administering the medicine, a staff member deemed responsible, in the presence of a witness, will ask the child to take the medicine, or offer it in a manner acceptable to the child at the prescribed time and in the prescribed form.
- If the child refuses to take the appropriate medication, then a note will be made on the form.
- Where medication is essential or may have side effects, discussion with the parent will take place to establish the appropriate response.

### Antibiotics

We exclude all children on antibiotics for the first 24 hours of the course. This is because it is important that antibiotics take effect and children are allowed to rest when they have first become ill and require a course of antibiotics.



### **Non-Prescription Medication**

- On joining the nursery, parents will be asked to sign permission for the following non-prescribed medication that will be supplied by the nursery
  - Calpol/Liquid Paracetamol
  - Piriton /Liquid Antihistamine
- These will be stored on site and checked at regular intervals by a designated member of staff to make sure that they comply with any instructions for storage and are still in date. The reasons and procedures for administering these, along with the dosage are clearly printed on the consent form.
- If a child does exhibit the symptoms for which consent has been given to give non-prescription medication during the day, the nursery will make every attempt to contact the child's parents. Where parents cannot be contacted then a member of the Management Team will take the decision as to whether the child is safe to have this medication based on the time the child has been in the nursery, the circumstances surrounding the need for this medication and the medical history of the child on their registration form.
- If the Management Team feels the child would benefit from medical attention rather than non-prescription medication, we reserve the right to refuse nursery care until the child is seen by a medical practitioner
- For any other non-prescription medications, prior written permission must be obtained from the parent and the onus is on the parent to provide the medication which should be clearly labelled with the child's name. As with prescribed medication, the nursery will only accept medication that has the instructions written in English. The only non-prescription medications the nursery will administer are:
  - Nappy cream
  - Teething gels/powders
  - Creams for dried skin (e.g., E45), not diagnosed as eczema or other skin complaint
- If any child is brought to the nursery in a condition in which they may require medication sometime during the day, Management will decide if the child is fit to be left at the nursery. If the child is staying, the parent must be asked if any kind of medication has already been given, at what time and in what dosage and this must be stated on the medication form
- As with any kind of medication, staff will ensure that the parent is informed of any non-prescription medicines given to the child whilst at the nursery, together with the times and dosage given

### **Dealing with a child who has a raised temperature**

- On joining Sunrise, parents are asked to sign a consent form for staff to administer liquid paracetamol provided by the nursery in the case of a raised temperature.
- Paracetamol will only be given if a child's temperature reaches 38°C or above. The nursery will not administer for any other reason unless parents provide a prescribed bottle, and we will then follow the procedure for prescribed medication.

### **Procedures when a child has a raised temperature**

- If the child seems unwell or warm to the touch, then a member of staff would take their temperature using the electronic thermometer. If it 38°C or above, we would undress the child and offer them fluids to drink



- Staff will then monitor the temperature every 10 minutes for up to 30 minutes. If it hasn't gone down, then we will contact the parents to gain permission to administer paracetamol following the instructions on the box. (Should the temperature be higher than 38.5°C, we will wait a maximum of 10 minutes before gaining permission to administer the paracetamol)
- As we will have already obtained written consent from parents to administer paracetamol in the case of a raised temperature, in the case that we are unable to contact parents, a member of the Management Team will then authorise the administration of the paracetamol as long as the child has been at the nursery for a minimum of four hours.
- For any child that we do not have written consent, we will contact the parents and if they do wish us to administer, they need to email us to confirm this prior to nursery staff administering. If parents prefer that the nursery staff do not administer paracetamol, then they need to collect their child immediately.
- Parents are asked to call the nursery after 45 minutes to check on the child's progress. If the temperature is still over 38°C then they will be asked to collect their child, but if it has gone down, then the child can remain at the nursery and we will just continue to monitor the child and should it reach 38°C's at any stage, parents will be asked to collect immediately.
- Nursery staff will not administer a second dose of paracetamol if the temperature was to rise again, even once the four hours after the first dose has passed. Therefore after three hours, Management will make a decision based on the temperature readings on whether or not the child needs to be collected.
- If the temperature reaches 40°C or above, children will need to be cooled down using tepid water and parents will need to collect immediately. If we are unable to reduce the temperature below 40°C with tepid sponging whilst waiting for the parents, Management may make the decision to call 999.
- If parents have informed us that their child was given paracetamol in the morning, then we must record the time and inform all staff that paracetamol cannot be given before the four hours is up. If the child's temperature goes above 38°C before the four hours is up, then the parents must be called to collect the child immediately. If the child's temperature goes above 38°C after the four hours, we will follow our procedure for treating temperatures.

**\* Please note that due to Covid-19 or any such pandemic, any legal requirements of us will override this policy.**

### **Dealing with a child showing symptoms of an allergic reaction**

- Sunrise understands that children can have an allergic reaction at any time, and if it is not diagnosed, parents will not yet have provided the us with any antihistamine medication prescribed to them, therefore we provide liquid medication for staff to administer to children in the case that your child was to come up with an unexplained rash/allergy at nursery
- On joining Sunrise, parents are asked to sign a consent form for staff to administer liquid antihistamine provided by the nursery in the case of a mild allergic reaction.
- If we suspect a child is showing symptoms of a mild allergic reaction, then we will contact parents and ask them to collect immediately and ask if they require staff at the nursery to administer the antihistamine.
- As we will have already obtained written permission to administer antihistamine should we suspect an allergic reaction, in the case we are unable to contact



parents, a member of the Management Team will then authorise the administration of the antihistamine. We will continue to try and reach the parents and we will require the child to be collected.

- The dosage written on the bottle for the age of your child will be the dosage given.
- Staff will record events leading up to the reaction, i.e. what they have eaten, or anything unusual they have been in contact with so that if the rash was to appear again, a pattern may be recognised.
- Sunrise recommends that you seek medical advice following the administration of antihistamine or should you be concerned about any rash/allergic reaction.

### **Injections, Pessaries, and Suppositories**

As the administration of injections, pessaries, and suppositories represents intrusive nursing, we will not administer these without appropriate medical training for every member of staff caring for this child. This training is specific for every child and not generic. Sunrise will do all it can to make any reasonable adjustments including working with parents and other professionals to arrange for appropriate health officials to train staff in administering the medication.

### **Staff Medication**

- All nursery staff have a responsibility to work with children only where they are fit to do so. Staff must not work with children where any medication taken affects their ability to care for children, for example, where it makes a person drowsy. If any staff member believes that their condition, including any condition caused by taking medication, is affecting their ability they must inform the Nursery Management and seek medical advice. The Nursery Management will decide if a staff member is fit to work, including circumstances where other staff members notice changes in behaviour suggesting a person may be under the influence of medication. This decision will include any medical advice obtained by the individual or from an occupational health assessment.
- Where staff may occasionally or regularly need medication, any such medication must be kept in the person's locker/separate locked container in the room where staff may need easy access to the medication, such as an asthma inhaler. In all cases it must be stored out of reach of the children. It must not be kept in the first aid box and must be labelled with the name of the member of staff.

### **Storage**

- All medication for children must have the child's name clearly written on the original container and kept in a closed box, which is out of reach of all children.
- Emergency medication, such as inhalers and EpiPens © will be kept in a clearly labelled bag for each child/staff within easy reach of in case of an immediate need but will remain out of children's reach.
- Any medication requiring refrigeration must be kept in a fridge inaccessible to children.
- All medications must be in their original containers, labels must be legible and not tampered with or they will not be given. All prescription medications should have the pharmacist's details and notes attached to show the dosage needed and the date the prescription was issued. This will all be checked, along with expiry dates, before staff agree to administer medication.



**Legal framework**

- Medicines Act (1968)

Reviewed: December 2022	Next review date: February 2024
Signed on behalf of the nursery: <i>Mikki Parkes</i>	