



## **Medication and Illness Procedures**

At Millennium Minis your child's health and welfare is paramount. To enable us to promote good health and reduce the risk of cross infection we have introduced and will follow the policy below and public health authority guidelines at all times.

Should your child become unwell while at nursery for any reason we will inform you and if necessary ask you to collect your child.

Please remember that we have your child's best interest in mind at all times and will only ask parents to collect them when deemed necessary. It is therefore paramount that we receive your cooperation by ensuring your child is collected as soon as possible once a request has been made to collect them. While we appreciate it can sometimes be difficult to return from work it is vital that children that are unwell, unsettled due to health or pose a risk to other children and staff through cross contamination are collected without delay.

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

### **Administering Prescribed Medication**

Staff should only be asked to administer medication to a child when it would be detrimental to the child's health if they did not receive the medication at that time.

**Only medication that has been prescribed by a Doctor (or dentist or pharmacist practitioner) can be accepted for administration by the staff at Millennium Minis** unless it is in the child's best interest and permission has been given by parents ie Calpol/Paracetamol to reduce a high temperature.

Children can develop an allergic reaction to medication at any time even if they have had medication previously. Short term medication (such as antibiotics) will only be administered **48 hours** after the first dose has been administered at home and the child is deemed well enough to return to the nursery. If staff, feel that the child is still unwell when they return to nursery we may request that your child is collected and kept at home until they are completely recovered.

All medication must be clearly marked with the dispensing chemist's label stating the child's name and date of birth, dosage, date the medicine was dispensed and expiry date of the medication. **(Medication that has been prescribed for another person or is out of date will not be administered)**

All medication will be kept by staff in a secure place such as the First aid cupboard or in the fridge as required and out of reach of children.

Parents must sign a consent form before any medication can be administered, stating the name of the medication, dosage to be given and the frequency of the



dose. Completed forms will be kept in the rooms. When medication is administered the staff will sign the form which will be witnessed by another staff team member who will sign the form. Parents will then be requested to sign the form when collecting their child.

### **Short and long-term Medication**

It is important to allow children with short term medical needs to complete a course of treatment (that may involve administering medication) to help minimise the amount of time they are absent from nursery.

When children have longer term medical needs, it is important that sufficient information about the condition is made available to staff. It is essential that staff are aware of any possible side effects that medication may have on a child to enable us to meet the needs of each individual child.

If a child has long term medication a health care plan for the child will be completed with the parent outlining the key person's role, and what information must be shared with other staff who care for the child. The health care plan should include the measures to be taken in an emergency. The health care plan will be reviewed every six months or more if necessary. This includes reviewing the medication, e.g. changes to the medication or the dosage, any side effects noted etc. Parents will receive a copy of the health care plan. Millennium Minis Senior Managers and parents must sign the care plan.

### **Refusing medication**

Staff will make all reasonable attempts to administer medication however in the unlikely event that a child refuses to take their medication, staff will inform parents on the same day. If the child becomes unwell then parents will be informed and will need to make alternative arrangements to administer the medication or take the child home as appropriate.

### **Temperatures of children**

Children who have been given Calpol/Paracetamol for a temperature before Nursery starts should not attend nursery for 24hours after medication has been given and 24hours from when the temperature has subsided.

Calpol and other medications can occasionally mask some symptoms of other serious conditions. We will therefore only administer Calpol/Paracetamol as a last resort with prior permission from a parent.



If your child develops a temperature above **38C** whilst at Millennium Minis you will be called to advise you of this and asked if you would like us to monitor the temperature for 1 hour and attempt to naturally reduce the temperature by removing layers of clothing, etc. If a child's temperature remains the same or increases we will call you again and seek permission for Calpol/Paracetamol to be administered, in which case your child should be **collected within 1 hour where possible and remain at home for at least 24 hours after medication has been given and 24 hours from when the temperature has subsided. If the child's temperature rises above 40C we will call you to collect your child immediately and consider calling 999 if we feel the child is at risk of febrile convulsions.** On arrival back to nursery we may take your child's temperature to see if the temperature has reduced. If you prefer Calpol/Paracetamol to be administered rather than wait for the hour, you will be asked to collect your child within 1 hour where possible.

### **Diarrhoea and Vomiting**

Should your child present diarrhoea whilst at nursery, you will be contacted after first bout of diarrhoea as a courtesy call and requested to collect the child after the 2<sup>nd</sup> bout. If your child is sick and there is no reasonable explanation you will be contacted to collect your child immediately. The child must not return to nursery for 48 hours after the last episode of diarrhoea and/or vomiting, is back to full health and their stools have returned to normal without the aid of medication. This will enable us to reduce the spread of infection throughout the nursery. If an outbreak of sickness and/or diarrhoea occurs in a room affecting multiple children/practitioners, the exclusion period may be increased at Millennium Minis at the discretion of the Management until the outbreak is under control. If, in the opinion of the team, a child has returned to nursery before the sickness/diarrhoea has ceased parents will be asked to return to collect their child. Parents will then be required to keep their child away from nursery for a further 48 hours as recommended by Public Health Authority (infection control factsheet - see Appendix 1).

We recognise that some children may have loose stools as a result of teething and in these circumstances, we may not expect parents to collect their child (at the discretion of the staff and managers) unless the child is distressed, displays any other symptoms or we have a breakout of sickness and diarrhoea at the nursery. We may administer teething powders/gels to sooth the teething for the child with prior written permission.