



Sickness, Illness and Administration of Medication Policy

If children are feeling unwell, they should be kept at home. It is the responsibility of the parent/carer to advise a member of staff, on duty, of the child's current welfare and also if a child has been given any medication, before arriving at Pre-School. Should a child have an infectious disease, such as an eye/ear infection or sickness and diarrhoea, they should not return to Pre-School until they have been clear for at least 48 hours. It is vital that we follow the advice given to us by our registering authority and exclude such children until they are well, to protect other children in the setting. Illnesses of this nature are highly contagious and it is exceedingly unfair to expose other children, staff and other parents (especially if pregnant) to the risk of an infection.

If you are unsure whether to keep your child off pre-school, please speak to a member of staff or have a look at the information from the NHS on this link.

<https://www.nhs.uk/live-well/healthy-body/is-my-child-too-ill-for-school/>

If a child attending our setting becomes unwell during the day, careful procedures are taken to ensure that child has the correct treatment and care. We have a digital ear thermometer within the setting that we use to determine a temperature. If we believe a child has a temperature we will inform parents/carers straight away. If parents/carers cannot be contacted, we will contact the child's next of kin or emergency contact provided by you in the registration form. We advise that any child with a temperature higher than 38C or more should be picked up from Pre-School and monitored at home.

Whilst we await poorly children to be collected from Pre-School, a member of staff will stay with the child ensuring they are well cared for. Children are presented a drink, usually water, to avoid dehydration. Children are encouraged to rest in our cosy corner until parental collection and are offered soft toys to cuddle. If the child is feeling up to it, a staff member may read a book quietly to them in order to keep a calm, safe environment for the child.

Moulton Pre-School are unable to administer any medication, including liquid paracetamol without consent from the parent/carer.

Medication can be administered, but only for non-infectious illnesses and at the supervisor's discretion. Staff can only administer non-prescribed medication for a maximum of 3 days, after which time they will no longer be able to continue giving the medication. For ongoing medication, a separate medication form will be completed & updated each term to ensure that information is accurate. Children taking prescribed medication must be well enough to attend the setting and prescribed medication may be administered with a written statement from the child's GP. It must be in-date and prescribed for the current condition. Children's prescribed drugs are stored in their original containers, clearly labelled and are inaccessible to the children. Where the medication is stored in a refrigerator, which is not solely used for storing medicines, they are kept in a marked plastic bag. Key persons check that any medication held to administer, is in date and return any out-of-date medication back to the parent. Parents give prior written permission for the administration of medication on a Medicine Consent Form. No

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SICKNESS, ILLNESS AND ADMINISTRATION OF MEDICATION POLICY

medication may be given without these details being provided:

- Full name of child and date of birth.
- The name of medication and strength.
- Who prescribed it.
- The dosage to be given.
- How the medication should be stored and its expiry date.
- Any possible side effects that may be expected.
- The signature of the parent, their printed name and date.

In the absence of the key person, it is the responsibility of the next senior member of staff for overseeing the administering of medication.

If a child requires antibiotics, we will administer them after the first 48 hours of the course. A medication form however must be completed. It is important that children are not subjected to socialising with other children and being part of a group setting, when they have first become ill and require an antibiotic. Our policy, therefore, is to exclude children on antibiotics for the first 48 hours of the course.

If your child becomes ill of a serious nature, you or the emergency contact you have given us will be called. If necessary, medical assistance will also be called. Signs of a serious illness may include:

- Has a stiff neck.
- Has a rash that does not fade when a glass is pressed against it.
- Is bothered by light.
- Has a fit or seizure for the first time.
- Has pale, blotchy, blue or grey skin.
- Is drowsy and hard to wake.
- Finds it hard to breath and sucks their stomach in under their ribs.

If a member of staff considers an illness to be serious, appropriate steps will be followed to ensure that child has the quickest and most efficient care. If the sickness is severe:

- An ambulance will be called immediately.
- Whilst waiting for an ambulance, parents or emergency contacts will be informed.
- Arrange to meet parents/carers at the hospital.
- A senior staff member will accompany the child and collect their registration form, relevant medical information and any medication that they are taking.
- Staff members should remain calm at all times as other children who witness an incident of such level may well be affected and will need constant reassurance and cuddles.