



Medications Policy

We recognise that there may be times when children require medication to be administered during their time in the setting. In order that this is regulated we will ensure that:

- Bearhugs Nurseries Ltd. will only administer medication that has been prescribed for the individual child. It must be clearly labelled and boxed if appropriate, with the doctor's label securely attached.
- **Please note that when a child has been prescribed antibiotics they are unable to return to the setting until 24 hours after the first dose of antibiotic.** This will allow the medication to begin working effectively and provide a chance for any allergies to emerge. Please note that this is a full 24 hour exclusion period so the time when they start their antibiotics will affect the time of their return.
- When a child has a reoccurring infection that has been treated with antibiotics before, parents/carers can ask a doctor/health visitor/nurse practitioner to sign a '**recurring treatment for a specific non infectious ailment**' form to confirm: A) the child is not infectious. B) this is a recurring ailment, C) the child has previously shown no allergic reaction to the antibiotic prescribed. **Providing the child is well in themselves, eating/sleeping/playing normally** they are then fine to return to nursery with no exclusion period with completion of this form. These forms are available from the office or over email.
- With regards to non-prescribed medication, only pain and fever relief (Paediatric paracetamol (Calpol) or teething gel/crystals will be administered, where supplied by parents. This is with prior written consent of the parent and only when there is a health reason to do so. **NO other non-prescribed medication will be administered.**
- **Parents must supply their own paediatric paracetamol, clearly labelled and in sachet form.** We will not provide paediatric paracetamol (Calpol) under any circumstances.

- Paediatric paracetamol (Calpol) will only be administered once during a nursery day for a specific medical concern such as a raised temperature **when supplied by parents** and medication forms are in place. **Any medication not prescribed will not be administered simply because children are 'Under the weather'**. A discussion will be held as to whether or not the child is fit and well enough to attend nursery.
- Any medication, such as paediatric paracetamol (Calpol), **must be provided by parents**, clearly labelled with your child's name and date of birth and in **Sachets**.
- If this does not reduce the child's temperature or the child's temperature rises again or the child is unwell then the parents must collect their child immediately
- Where any medication is administered this will be fully recorded on a medication form and parents will be asked to sign this before leaving the premises.
- Staff will ensure that a new medication form is completed by the parent/carer for each session that the medication is expected to be administered.
- On the medication form parents will give signed permission for administration of medication including:-
 1. The name of the child.
 2. The name of the parent.
 3. Date.
 4. Name of medication.
 5. The dose and time that medication was last administered.
 6. The dose and times to be administered.
 7. How the medication is to be administered.
- **The medication should be clearly marked with the child's name and be in date, in the original container and prescriber instructions for administration.**
- No medication will be given to the child unless provided by parents.
- Aspirin or medication containing Aspirin will not be administered to any child unless it is prescribed by a doctor for a specific medical condition.
- The medication is stored in accordance with the products instructions and out of reach of children at all times.

- The administration of medication is recorded on the medications sheet and includes the signature (the administer of the medication) and countersigned (witness to the medication being given) date, time, dosage, parents must sign this before they leave the premises to acknowledge they know the medication has been administered.

Administration of Specialist Medication

We recognise that there may be times when children require specialist medication to be administered for, long term medical needs during their time in the setting. In order that this is regulated we will ensure that:

- Specific permission, instruction, and training will be obtained before an agreement is reached with a parent to administer specialist medications (eg.nebuliser) and life saving/emergency medications (such as adrenaline injections) and a health plan is established.

This will include:

- A letter from the child's G.P./consultant stating the child is fit enough to attend the provision and sufficient information about the child's condition if relevant.
- We will discuss with parents the medication that their child needs to take and support required, instructions on how and when the drug/medicine is to be administered and what training is required.
- Training on the administration of the prescription medication that requires technical/medical knowledge will be arranged for staff from a qualified health professional to ensure medication is administered safely.
- Written proof of training, if required, in the administration of the medication by the child's G.P, a district nurse, specialist or community paediatric nurse.
- A health plan will be developed in partnership with parents and any health professional and will be regularly reviewed to detail the needs and support or any changes.
- Prior written consent from the parent/guardian for each and every medication will be obtained before any medication will be administered.

- A long term medication consent form will be filled in appropriately and signed by parent/carers. This will outline the start date of the medication and parents will be informed that they must notify the setting when the use of the medication is ceased.
- On the medication form parents will give signed permission for the administration of medication including the name of the child, The name of the parent, date, name of the medication, the dose and time medication was last administered, the dose and time to be administered and how the medication is to be administered.
- The medication is clearly marked with the child's name and is in date, in the original container with the prescriber instructions for administration.
- No medication will be given to the child unless provided by the parents
- The medication is stored in accordance with the product instructions and out of reach of the children at all times.
- The administration is recorded on the medication sheet and includes the signature (the administrator of the medication) and countersignature (witness to medication being given) date, time, dosage, parents will be asked to sign this for the long term medication before they leave the premises, to acknowledge they know the medication has been administered.

Signed on behalf of Bearhugs Nurseries Ltd by:

Manager/Owner

Date: 1st May 2020

Review Date: 1st May 2021