



## **MEDICINES POLICY**

At Gamesley Early Excellence Centre we recognise that some children may need to take prescribed medicine during the time they are attending the setting. A child's medical needs will be discussed with parents to see what support can be provided.

Whenever practicable, prescribed medicines should be administered by parents out of school time. It is sometimes possible for doctors to prescribe medicine where the doses can be given before and after nursery. In exceptional circumstances the staff's duty of care could extend to administering medicines. Parents are required to sign a medicine consent form giving consent for this to happen. The form must include written instructions, including the details of the volume and frequency of the dosage.

All medicines must be supplied, clearly labelled and in their original containers. Medicines will be stored in a locked first aid box, cupboard or, if necessary, in a fridge.

Medication will be administered by a member of staff. A signed written record will be kept of all medicines administered, which will be shown to the parent when they collect their child. This record should be countersigned by the parent.

Parents are asked to sign a permission form for this at the time their child joins the setting; this consent will be update termly. Parent's permission must be obtained to allow the sharing of information to staff.

Parents should keep their children at home when they are acutely unwell. If a child is unwell in the centre, the child will be isolated and parents/carers contacted.

If a child has sickness or diarrhoea the child will be isolated at nursery, the parents contacted and parents should keep their child at home for 48 hours from the last attack

All children with diarrhoea and sickness should be kept at home for 48 hours from the onset of the last attack.

A child returning to the setting after an absence due to illness must be well enough to do so.

## **Procedures**

- On admission, parents will be asked if their child has any medical conditions or allergies.
- All illnesses and conditions will be recorded on the admissions sheet.
- Members of staff do not administer pills, medicine or drops as a matter of course. Medicines given by a pharmacist can be given to a child if written consent is obtained from the parent and only where there is a health reason to do so.
- If prescription medicines need to be taken during the day we ask parents to come in and supervise their child in doing so where possible.
- A “Health Care Plan” will be drawn up for the administration of medicines and the support of children with complex needs.
- If the administration of prescription medicines requires technical or medical knowledge then individual training will be provided to staff from a qualified health professional.

- The medicine should be clearly marked with contents, owner's name and dosage. It should be kept in the original container.
- All medicines are stored in a lockable first aid box or cupboard.
- All paperwork connected with the giving of medicines must be completed, shared with parents and signed.
- Parents should take home and dispose of any unused or date expired medicines.
- Aspirin and medicines containing aspirin will not be given unless it is prescribed by a doctor.
- Staff involved in administering medicine will at all times ascertain on arrival of the child at nursery when the last dose of medicine was given at home. Parents have to sign for this. This applies to prescription and non-prescription medication.

Date for review: September 2022

**Guidelines for illnesses where children are asked to refrain from attending nursery**

<b>Ailment/Illness</b>	<b>Exclusion period/Treatment</b>
Conjunctivitis	Conjunctivitis resulting from a viral infection will improve without treatment. Bacterial infection will need treatment. Exclusion from nursery for single cases is not necessary – if an outbreak occurs we may need to exclude children.
Chicken Pox	5 days from onset of rash, unless sores have dried and scabbed over.
Gastroenteritis/Gastric Disorders	One clear week since last episode
Measles	5 days from onset of rash.
Mumps	5 days from onset of swollen glands
Scabies	24 hours after full course of treatment/until infection has cleared.
Impetigo	Children with impetigo should be kept from nursery until spots have dried up and no longer leaking fluid. With use of antibiotics, impetigo usually heals within a week.
Skin Disorders	
Whooping Cough	5 days from commencing antibiotic treatment or 21 days from onset if no antibiotics given.
Diarrhoea	After a minimum of 3 soiled nappies, exclusion 48 hours from last attack.
Vomiting	After 48 hours from the last attack.
High Temperature	Infant suspension can be administered to bring a temperature down. If we cannot maintain a safe temperature, a child will need to be collected for his/her own safety. The normal range of temperatures for Babies and Children are : 0-2 years – 36.4-38.0c 3-10 years – 36.1-37.8c 11+ years – 35.9-37.8c
Hand, Foot and Mouth	No treatment is given for hand, foot and mouth disease, mild painkillers may be given to relieve discomfort from the blisters. Recovery occurs within one week.

Scarlet Fever	Common treatment is a short course of antibiotics. Paracetamol can be used to bring down the fever. Children should be excluded for five days after the start of treatment, and kept away from other children as much as possible.
Tonsilitis	Antibiotic treatment required, exclusion until infection clear.
Antibiotic Medicine	24 hours exclusion after initial dose of antibiotic
Head Lice	If eggs or lice are discovered at nursery we will contact the parent/carer to take the child home and treat before they can return to nursery.

Gamesley Early Excellence Centre is obligated to ensure the Health and Safety of the children that use its service, along with its employees. To ensure that children and employees (staff) are not subjected to any risk from other individuals, attendance at the nursery will be dictated by whether there is a definite risk of spreading illness. An appropriate number of staff are trained and qualified in Paediatric First Aid, which is renewed when required. If a child became ill whilst attending Nursery, the Nursery Manager would investigate the symptoms using NHS Direct. The Nursery Manager reserves the right to exclude a child from Nursery if it is felt that the child is ill or deemed unfit to remain in Nursery, and/or may require medical attention. Employees and children should not attend the nursery when they have a condition or illness that can be deemed to be infectious and could bring harm to others.

These include:

### **Conjunctivitis**

This is inflammation of the eye or eyes and is generally caused by bacteria, which is spread by hand to eye contact, or by viruses associated with a cold. The symptoms include redness, discomfort and discharge from the affected eye. Attention to scrupulous hand hygiene can prevent spreading of the conjunctivitis.

### **Chicken Pox**

This is a common infectious disease, which is characterised by a rash (pustules) and slight fever. The disease is spread by airborne droplets and can be infectious 21 days before rash appears up until a week after, or until the rash has scabbed and dried.

### **Gastroenteritis (D&V)**

This is an inflammation of the stomach and intestines caused by any of a variety of bacteria, viruses and other small organisms that have contaminated food or water. Symptoms include; appetite loss, nausea, vomiting, cramps and diarrhoea. The affected individual can spread the illness when attention is not paid to personal hygiene, including hand washing.

### **Measles**

This is highly infectious, characterised by a rash and fever. It is spread by airborne droplets of nasal secretions. Infected children can transmit the virus during the 8 to 14 day incubation period and up to one week after the onset of symptoms.

### **Mumps**

This is a viral infection spread by airborne droplets. The chief symptom is inflammation and swelling of the parotid glands just inside the angle of the jaw. This disease can be spread to others for about a week before and up to two weeks after the symptoms appear.

### **Scabies**

This is a skin infestation caused by mites, which burrow into the skin. The mite's burrow can be seen on the skin as scaly swelling usually between the fingers and on the wrist. The infestation causes itching. Scabies is highly contagious during close physical contact. Specific treatment is required and 24 hours after treatment individual can attend nursery

### **Impetigo**

Impetigo is highly contagious. Sensible hygiene precautions prevent the spread of bacteria and reduce the risk of other people catching it. Impetigo has a characteristic look to it with inflamed red lumps leaking pus to form thick yellow crusts. It spreads very quickly. It is common on the hands and around the mouth and nose.