**Sandcastle Nursery and Preschool Ltd Medicine Policy**

At Sandcastle Nursery & Preschool Ltd, we believe that it is very important that all children are in good health when entering the setting, in order for them to thrive and be happy in our care. We follow the guidance on infection control from the Statutory Framework for the Early Years Foundation Stage and Public Health England. We ensure that we take all the necessary steps to reduce the risk of illness in our setting.

**Prescribed medication**

* All children’s prescribed medication from a doctor will be expected to have received 24 hours worth (three/four doses) at home before they return to the setting. This is to ensure that the child does not have an allergic reaction to the medication, allowing it time to work and to help prevent further illness from spreading to other children. If the child has a reaction to the medicine whilst in our care, they will need to be collected immediately.
* Prescribed medication is only given if it’s in the original container and supplied with the pharmacy label on the bottle, tube or tub – parents should ensure they request this when putting the prescription into the pharmacy. It cannot be given if the label is on the box only. The label must clearly state the child’s name, dosage and have a valid date.
* Parents/carer’s must ensure they fill out a medication form for the prescribed medicine before leaving the setting. This includes the reason for the medication, the name and the time and dosage needed.
* Parents must ensure they communicate the storage instructions of the medicine when handing over to the practitioner. Medicine that needs to be stored in a fridge will be stored in the office medicine fridge.
* For prescribed medication, staff will check the dosage with the parents and against the label/instructions and if it exceeds the recommended dose, we cannot administer the medicine, unless there is an accompanying letter from the doctor.
* If the dosage changes for any reason, e.g. the GP decides that a different dose is needed; a new form must be completed.

**Prescribed creams and lotions**

* All creams for skin conditions must have the child’s name printed on the prescribed label and be in date.
* If a child has been prescribed a new cream, it needs to have been applied 24 hours before coming into the setting. This is to ensure the child doesn’t have an allergic reaction to the cream/lotion.

**Non-prescribed Medication**

* We will administer teething gels and teething powders - for children under 3 years old.
* We will not administer Ibuprofen as it is a higher risk medicine and not suitable for all children.

* We will not administer Calpol for any reason.
* We will not administer cough medicines.
* When filling out a medication form for non-prescribed medicines, the parent/carer must fill out the reverse side of the form to advise us of any medicine the child has received in the last 24 hours.
* If staff have concerns over the instructions given by parents, e.g. it is more than the maximum recommended dose or the leaflet suggests it is not suitable for the reason the parent wants to give it, staff should query this with the parent and/or check with a pharmacist.
* No medicines should be left or kept in the child’s bag. It is the parent/carer’s responsibility to notify the practitioners of this on arrival.

**Temperatures**

We use the Braun Thermoscan ear thermometer, in accordance with the operating instructions. This is used and recommended by doctors and has an age adjustable fever guidance with a colour coded display for professional accuracy. In addition, it has a patented pre-warmed tip to ensure gentleness and professional accuracy by eliminating cooling effect of the probe in the ear and ExacTemp positioning technology.

If a child is presenting as unwell and feels warm or hot to touch, we would take their temperature and follow the procedure below.

* A child aged 3 months – 3 years with a temperature over 37.6 degrees will need to be collected as soon as possible.
* A child over 3 years with a temperature over 37.7 degrees will need to be collected as soon as possible.
* If a child’s temperature is over 38 and the child appears lethargic and we are unable to wake them, we would call 999.
* If a child was to have a febrile convulsion, we would call 999.

**Un prescribed Creams and lotions**

* Parents/carers will need to give written permission for cream to be used.
* We **do not** supply any nappy rash cream.
* If your child suffers from eczema or dry skin and you require us to apply cream, you will need to fill out an ongoing medicine form. This includes the reason for the medication, when required and the name of the cream.

**Training for staff to administer medicines that require technical/medical knowledge.**

The Statutory Framework says that to give some medicines you need to have training by a qualified health professional. These are things such as injections. If a parent asks us to give medication that we need training for, we would get the appropriate training from a health professional if our Paediatric First Aid did not already cover this. If the training relates to generic medication such as administering EpiPens this is now covered in our Paediatric first aid training.

**Inhalers**

* All inhalers brought into the setting need to come in their original packaging with the child’s name printed on the prescribed label.
* We will only administer the dosage stated on the prescribed label. If you require us to give a different dosage, we will require a written letter from your child’s doctor.
* If your child is asthmatic and requires their inhaler throughout the day on a long-term basis, we can keep one of their inhalers on the premises, as long as all of the above is adhered to. You will also need to give us written permission for this. A medicine form will be filled out each time the inhaler has been administered by one of the practitioners.
* Any spacers that are brought into the setting need to be clearly labelled with your child’s name and stored in its own sealed individual bag (not plastic).
* Spacers left at nursery should be taken home by the parent/carer and cleaned monthly, this the parents/carers responsibility.

**Immunisations**

Immunisations are very important to your child’s health and well-being. Therefore, we reserve the right to request that all children attending the setting have up to date immunisations.

**Medication for Staff members**

All medicines and tablets need to be kept in the medicine cabinet/fridge. No un-prescribed medicines or tablets are to be brought into the setting. If you need Ibuprofen or Paracetamol, it will be purchased by the setting and will be checked every week to see if we need to buy anymore. All staff members taking tablets/medicines will have to do this in the office with another staff member present.