



Claremont

MEDICINES POLICY

This Policy informs practice in the Early Year Foundation Stage

Introduction

This policy informs practice in the Early Years Foundation Stage only.

No pupil, regardless of age may hold any drug or medicine. In Reception asthma inhalers are kept by the class teacher in classrooms. All other medication is kept securely in a locked cupboard.

Record Keeping

If a child is ill enough to require a course of medicine, he/she should normally be at home. Whether medicine can be administered at school will be considered on a case by case basis.

In the Nursery, any drug administered or treatment given to a pupil must be documented in the Medicines Book.

A consent form allowing staff to administer Calpol will be signed by parents on registration. The medical consent form is sent out annually in September.

Administration of Medication by Staff

In the Nursery, medication will be administered by a member of staff who is familiar to the child and with another adult present. They will record the child's name, drug, dose, amount and date. Parents will be informed when medication is administered. Only prescribed medication should be administered by staff and parents must sign the medical form before leaving the child and again when they collect their child.

When a child is requiring antibiotics to be administered by the staff, the packet must state the child's details, the dosage to be administered and the frequency. Staff will only administer antibiotics after a 48 hour period to reduce the risk of allergic reactions.

With written permission we may administer teething gel.

In Reception, all medicine, bar asthma inhalers goes to the school nurse who administers when necessary.

Epi-pens can only be administered in the event of an allergic reaction. A separate form should be signed by a parent, granting authorisation of its administration. Training for staff has been given.

Ill or Infectious Children

Please refer to government guidelines with regard to recovery times of infectious children.

Any child who suffers from diarrhoea or who vomits, must be clear of symptoms for 48 hours, before they return to school.

Children taken ill at school can with verbal permission and a signed consent form be administered Calpol to prevent a condition worsening, until the parent collects the child.

If a child is unwell, parents will be asked to arrange collection.

Date: January 2020.

Review Date: January 2021