

Sickness, Illness and Medication Policy

Children should not be left at nursery if they are unwell. If a child is unwell it is in their best interest to be in a home environment however, we understand that children may become unwell within our care. We will endeavour to care for your child as best we can and will follow the below:

If a child falls ill during the nursery day we will:

- Contact parents immediately and discuss the situation and appropriate action to be taken.
- Care for the child in a calm and quiet place wherever possible
- If parents cannot be reached, we will contact the Emergency Contacts if we feel that the communication with the parents cannot wait.
- If the child's condition deteriorates, the Manager on duty will decide whether an ambulance should be called.
- Keep a record of their symptoms and actions taken.

Sickness and Diarrhoea

Where a child has one bout of diarrhoea/vomiting, the parent/guardian will be contacted to collect their child without delay. The child must have been clear of symptoms for 48 hours e.g. 48 hours since the last loose stool.

If the Nursery Manager is not satisfied that the child is well within himself/herself, the Nursery Manager has the discretion to further exclude the child.

Note: Practitioners must feel confident that a loose stool does not constitute diarrhoea and that there is no other reason for the sickness i.e. coughing

If a baby has diarrhea 3 times within a short period of time, we will contact parents to collect the child and we will ask for the baby to remain off for 48 hours from the time of the last episode of diarrhea.

Temperatures

A baby under 12 months is classed as having a temperature when it is over 37.2 a baby over 12 months is classed as having a temperature when it is over 37.5 degrees.

If your child develops a temperature we will do the following providing you have signed the consent form for us to do so.

- We will first try to make contact with the child's parent. We will monitor the child's temperature and maintain a record until the parent comes to collect the child.
- If we cannot make contact with the child's parent, we will make contact with emergency contacts telephone numbers in child's enrolment form.
- If we cannot make contact with the child's parent or other emergency contacts, and if the child's temperature reaches 39.5, we will call an ambulance.
- We will not administer any non-prescribed medication to children.

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Infectious Diseases

We follow the guidance of Public Health England when it comes to exclusion times for infectious diseases such as chicken pox, measles etc. Please see our Common Illness policy.

If a child has been diagnosed with an infectious disease we will let you know via email and through notes on the front door. We will sanitise the nursery environment and toys to minimize the likelihood of any infection to spread.

Medical Conditions

If children have a permanent medical condition we will try and accommodate them as best as possible at the nursery. We will require you to complete a Care Plan.

The nursery has the right to refuse admission to a child who is unwell. This decision is taken by the Manager on duty and is non-negotiable.

Transporting children to hospital procedure

If the sickness is severe, the Manager on duty should call for an ambulance immediately whilst still ensuring that the child continues to be comforted and there is adequate staff deployment to care for the remaining children. This may mean temporarily grouping the children together. DO NOT attempt to transport the sick child in your own vehicle.

- Whilst waiting for the ambulance, contact the parent and arrange to meet them at the hospital.
- The most appropriate member of staff must accompany the child and collect together registration forms, relevant medication sheets, medication and the child's comforter. The Directors must also be informed immediately.
- Remain calm at all times. Children who witness an incident may well be affected by it and may need lots of cuddles and reassurance.
- Staff may also require support following the incident.

Medicines

We promote the good health of children attending nursery and take necessary steps to prevent the spread of infection. If a child requires medicine, we will obtain information about the child's needs for this, and will ensure this information is kept up to date.

When dealing with medication of any kind in the nursery, strict guidelines will be followed.

Medication prescribed by a doctor, dentist, nurse or pharmacist

- Prescription medicine will only be given to the person named on the bottle for the dosage stated.
- Medicines must be in their original containers.
- Those with parental responsibility for any child requiring prescription medication should hand over the medication to the Manager or Deputy Manager who will then note the details of the administration on the appropriate form and another member of staff will check these details.
- Those with parental responsibility must give prior written permission for the administration of each and every medication that is prescribed. However, we will accept written permission once for a whole course of medication or for the ongoing use of a particular medication.

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- The dosage on the written permission form is the only dosage that will be administered
- Parent's are required to notify us if any circumstances change, such as an additional dose having been administered at home.
- The parent must inform the nursery when the last dose has been administered and this needs to be recorded in the medication form.
- The parent is required to sign the medication form at the end of the day.
- At the time of administering the prescribed medicine, the Manager or Deputy Manager will ask the child to take the medicine, or offer it in a manner acceptable to the child at the prescribed time and record on the correct form.
- If the child refuses to take the appropriate medication then a note will be made on the form.
- Where medication is "essential" or may have side effects, discussion with the parent will take place to establish the appropriate response. Non-prescription medication (*these will not be administered to children by us*).

Non-Prescription Medication

The nursery will not administer any non-prescription medication.

Other Medical Conditions (eg. PEG feeding)

Where a child has a medical condition that necessitates specific procedures to be followed, wherever possible, training will be sought from a medical professional and a care plan will be put in place.

Injections, pessaries, suppositories

As the administration of injections, pessaries and suppositories represents intrusive nursing, they should not be administered by any member of staff unless appropriate medical training is given to every member of staff caring for this child.

This training would be specific for every child and not generic. The nursery will do all it can to make any reasonable adjustments including working with parents and other professionals to arrange for appropriate health officials to train staff in administering the medication.

Staff Medication

All nursery staff have a responsibility to work with children only where they are fit to do so.

Staff must not work with children where they are infectious or too unwell to meet children's needs. This includes circumstances where any medication taken affects their ability to care for children, for example, where it makes a person drowsy. If any staff member believes that their condition, including any condition caused by taking medication, is affecting their ability they must inform their line manager and seek medical advice. The Nursery Manager will decide if a staff member is fit to work, including circumstances where other staff members notice changes in behaviour suggesting a person may be under the influence of medication. This decision will include any medical advice obtained by the individual or from an occupational health assessment.

Where staff may occasionally or regularly need medication, any such medication must be kept in the person's base room (Baby Room, high shelf in bathroom; Pre-school high shelf in adult loo) where staff may need easy access to the medication such as an asthma inhaler.

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In all cases, it must be stored out of reach of the children. It must not be kept in the first aid box and should be labelled with the name of the member of staff.

Storage

All medication for children must have the child's name clearly written on the original container and kept in a closed box, which is out of reach of all children.

Emergency medication, such as inhalers and EpiPen, will be within easy reach of staff in case of an immediate need, but will remain out of children's reach. Any antibiotics requiring refrigeration must be kept in a fridge inaccessible to children. All medications must be in their original containers, labels must be legible and not tampered with or they will not be given. All prescription medications should have the pharmacist's details and notes attached to show the dosage needed and the date the prescription was issued. This will all be checked, along with expiry dates, before staff agree to administer medication.