

Medication, Illness and health Procedures

At Summertime we want all the children and staff to feel mentally and Physically well and able to enjoy their day without putting anyone else's health at risk. We want to work in partnership with parent carers over any health concerns and take a proactive, preventative approach to the spread of illness.

Unwell child

- If a Child is showing symptoms of being unwell Parents /carers should keep their child off nursery/preschool until the child is well enough to return.
- We ask that parents /carers inform the setting via email or telephone of the nature of the infection so that other parents/carers can be alerted if necessary.
- If a child becomes unwell at nursery parents/carers will be alerted by telephone and asked to collect the child.
- Parents are asked not to bring in a child who has been vomiting or had Diarrhoea until at least 48 hours have elapsed since the last episode. The same rule applies to staff.
- All cuts and sores whether on a child or adult need to be kept covered with a dressing.
- Summertime will take a child's temperature if they have concerns and if their temperature is raised it will be monitored and recorded.

Notifiable Diseases

The local authority would be contacted, and advice taken from the health care authority should there be an outbreak and Period of Increased Incidence of gastric enteritis/ Norovirus/swine flu or other notifiable disease.

In the event of the Norovirus breaking out within the setting, Summertime may need to close so that deep cleaning can take place of the building and resources to stop the spread of the infection.

Personal hygiene To prevent the risk of infections within the group the following practices will be adhered to;

- Hands are washed after using the toilet and before and after handling food
- Children are encouraged to cover their mouth when coughing and to wash their hands afterwards
- Tissues are available for children to wipe their noses and they are encouraged to dispose of them in the bin after use.

If a child is prescribed medication the following procedure will be adhered to:

- Prescribed medications can be administered, these must be in the original container, with the child's name, DOB, date prescribed (in date) and dosage to be given.
- A Medication form must be filled out and signed by the child's parents/carers stating the dosage, time of last dose given by parents and times to be administered by staff.
- Staff will be required to witness the medication being given to a child and will be asked to countersign the form along with the staff administering the medication.
- Parents /carers will be asked to sign the form on collection of their child and check the details recorded.
- Medication such as antibiotics that are to be given repeatedly to a child for several days can be written on one medication form.
- Summertime will ensure that all staff are first aid trained and that training is updated every three years. A nominated first aider will check all first aid boxes and restock regularly.
- Summertime will seek advice from other professionals and maintain links with health visitors and the local health authority services or other health organisations
- Medication such as inhalers will be stored in the kitchen where children do not enter unattended and at a height child cannot access.
- Any medication requiring cooling will be stored in the kitchen fridge.

- Before an outing staff must ensure any essential child, medication is taken.

Paracetamol/ Ibuprofen Pain fever relief

- Calpol/child specific paracetamol/Ibuprofen will only be administered by a staff member if there is a valid reason and a medication permission form has been completed by the parent/carer.
- If you have administered Calpol/child specific paracetamol/Ibuprofen to your child in the **six hours** prior to attending the setting you must tell a member of staff so that we can monitor them.
- Regardless of child specific paracetamol/Ibuprofen being administered if it is considered the child is too unwell to attend nursery parents will be asked to take their child home.
- We have a bottle of junior Sugar free paracetamol at the setting which we can give a child in an **emergency** i.e. if the child is in **danger** of overheating and the nearest next of kin is more than 30 minutes' drive away. **However**, we can only give this emergency paracetamol if the parent sends us written permission via email stating 'I (parental Name) give permission for Summertime nursery to administer (??ML) of junior Paracetamol to my child (name) on (Date)' Or gives verbal permission over the phone to two members of staff. We also have Piriton which contains the active ingredient chlorphenamine maleate, which is a type of medicine called a sedating antihistamine. We would **only** give this to a child to Relieve symptoms of a **serious allergic reaction** while waiting for an ambulance/paramedic and parents to arrive.

Long Term Health Conditions With regards to the administration of life saving medication such as insulin/or the use of nebulisers or an epi pen to support children with specific health needs. A long-term health plan will be written with the parents and appropriate health professional.

Allergies/ Intolerances Summertime will ensure that all staff are made aware of any children who have allergies or Intolerances and action will be taken to keep them safe.

- Parents are asked to declare ANY concerns on Data registration details registration details and to keep Summertime updated with any change.
- We ask parents to be clear and explain exactly what the allergens are and the impact on the child **making a distinction between Allergy and Intolerance**.
- If child at the setting has a severe allergy to something such as nuts, we will ask all parents to support us in keeping the child safe by not sending any of the allergen into the setting.
- If the child requires emergency medication a long-term plan will be written and staff specifically trained as needed, for example administering an epi pen.

Asthma

- All children who have inhalers will be issued with a long-term medication book and their inhaler can be kept in the kitchen. Parents will need to sign this every time the inhaler is administered. If they have an asthma attack Summertime will administer the medication in line with written direction from parents or what the emergency services tell us over the phone.

Diabetes

- We will work closely with the parents and the specialist diabetic nurse team to ensure the correct monitoring and medication is given. We will ensure that key staff are trained to be able to safely monitor and administer the correct support treatment for the child.

Cathy White
Manager
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