



Thorner's Church of England VA Primary School
Fledglings Pre-School
Medication and Sickness Procedure
(See also – Accident and Emergencies Policy)

We have a duty to ensure that all children at Fledglings Pre-School are helped to stay healthy. We cannot care for children in the Pre-School if they are sick. When a child is absent due to illness, parents should inform the Pre-School as soon as possible about their child's illness and when they are likely to return. If the child has a specific diagnosis it would be helpful for staff to be made aware of this on return. We also need to have sufficient information about the medical condition of any child with long-term medical needs.

If a child becomes ill, staff will:

- Care for the child appropriately
- Inform parents so that the child can be collected as soon as possible.

Medication

We are happy to administer medicine to your child where it has been prescribed by a doctor, dentist, nurse or pharmacist. Parents will be asked to sign a form showing the name of the medicine, dosage and times the medicine is to be given.

For non-prescription medication e.g. pain and fever relief or teething gel we require prior written consent from the parent. We will only administer such medication if there is a specific health reason to do so during the time the child will be at the pre-school. We will never administer aspirin based medication unless it has been prescribed by a doctor.

Staff working with children are not legally obliged to administer medication and therefore the person administering the medicine may not be the child's Key Person.

When medicines are administered, an additional member of staff will be present to ensure the correct amount is given at the correct time. Both members of staff will sign a form giving details. The form will be kept in the setting and a copy given to the parent/carer at the end of each day.

If we have reason to believe that any child is suffering from a notifiable disease listed in the Public Health (Infectious Diseases) Regulations 1988 we will inform parents, seek immediate medical assessment and inform DCC. We will act on any advice given by the Health Protection Agency and inform DCC of any action taken.

Intrusive Medication

If a child needs to have intrusive medication such as suppositories then parents must do this.

In cases where the administration of prescription medicines requires technical/medical knowledge individual training will be provided for staff from a qualified health professional. Training should be specific to the individual child concerned.

Care Plans

If a child has an allergy or needs special care to deal with a possible or on-going medical condition, a Care Plan will be developed with the parents/carers to ensure a shared agreement of the process of care.

Allergies or Warning Alerts

When children are enrolled at Fledglings Pre-School we will need to be made aware of any allergies and this information will be shared with all staff to safeguard children from potential hazards.

In accordance with the Equality Duty we seek to ensure that all pupils achieve their best, according to their capabilities and regardless of their special needs, disability, gender, race, culture, social, economic, ethnic, religious background and denominational diversity.

Thorner's CE VA Primary School recognises that the welfare of the child is paramount and takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care.

Date adopted by Governing Body: September 2017