



Health and Wellbeing

EYFS Legal Requirement:

The provider must promote the good health of children attending the setting. They must have a procedure, discussed with parents and/or carers, for responding to children who are ill or infectious, take necessary steps to prevent the spread of infection, and take appropriate action if children are ill. (3.44 pg 25)

Every Child Matters Outcome: Being Healthy

This policy applies to

1. Early Years register (EYR)
2. The Childcare Register (CR)

Policy

We are committed to ensuring the health and well being of children. Our aim is to ensure that we promote good health throughout the nursery day. All staff are informed of our medicine policy as part of their induction process. The management team will ensure that medication is kept safely and properly administered. All medication administered will be recorded.

We have procedures in place for recording the medical needs of individual children and how these needs are supported. These procedures involve discussions with the child's parent/carer and correspondence where necessary from the child's G.P or Consultant.

Risk assessments are also carried out for children with specific medical concerns.

Procedure

We are committed to encouraging and promoting good health and to dealing efficiently and effectively with illnesses and emergencies that may arise whilst children are in our care.



The Nursery recognizes the responsibilities set out by the Health and Safety (First Aid) regulations 1981 and ensuring the equipment, facilities and staff members are able to provide suitable first aid to the children.

General Medication

Parents/carers are informed of our policy regarding the administration of medication at the admission of their child to the Nursery; there is also a copy of the Nursery's policies and procedures in the reception of the Nursery for reference.

The child's parent/carer will be required to fill out a medicine consent form when leaving any medication. These forms are kept in the base room of the child and once completed are kept in the child's file in a locked cabinet in the Manager's office.

The medicine consent form has information about the medicine which will be administered, the type of medication, what it is for, the dosage, the last administration time and consent from the parent. There are also sections for staff members, one to record when they administer medicine and the other for the staff member to sign to witness the medication being given. Once given, the parent/carer will be asked to take the medication home at the end of the Nursery day and to sign the consent form to acknowledge that the medication has been given and at what time.

The parent/carer will then be required to sign the child's medication in separately each day, until the medication is no longer needed.

For children needing to retain medication in the Nursery their parent/carer will be asked to meet with the Nursery Manager to have an informed discussion on what the child's illness consists of and what requirements they will need.

They will also be required to fill in a retaining medication consent form that will hold all the relevant information needed and provides the Nursery with consent to use the child's medication if needed.

The child's parent/carer will always be informed of any event that the medication is needed to be administered.

Teething Gels will be administered to the children. Bonjela cool and Adult Bonjela will not be administered due to salt content, nor will homeopathic



teething powders will not be administered due to lethargic side effects. Parents/carers must sign teething gels in on a medication consent form as and when necessary.

Nappy rash creams, such as Sudocrem, Bepanthen or Methanium will only be administered if a retaining medication form has been signed by the parent.

It is the parent/carer's responsibility to ensure medication is named, up to date and relevant.

Staff will also have to fill in sections on the Medicine consent form that has been partly filled in by the parent/carer to sign to say they have administered the correct medicine, the time they did so and that the medicine is within its expiry date, along with the signature of the member of staff who has witnessed this happen.

Calpol or any other paracetamol based medicine that has been prescribed by the doctor or recommended by the pharmacist will be administered to children who have spiked temperatures. A senior member of staff will contact the parent / carer asking for their verbal permission to administer such medicine to their child. Any children with continuing developing temperatures after being given a dose of paracetamol will have their parents/carers contacted to come and collect their child to ensure that the child is monitored by their main carer and to ensure that any underlying illnesses are not overlooked. Upon arrival, parents/carers will be asked to sign an Emergency Medical consent form and the child must remain absent from Nursery for 24 hours. Although Calpol or paracetamol based medicines will be administered by the nursery staff, if we feel that a child is reliant on this, a decision will be made to whether they are well enough to be in Nursery on that day.

This form may also be used in the event of the Nursery requiring immediate medical attention for a child and being unable to contact the parent/carer.

Over-the-counter medication can also be administered; however, parents / carers must give the nursery written permission beforehand. Same recording procedures, as those for prescribed medication, will then be followed. Again,



the decision will be made by the Nursery Manager as to whether the child needs the medication on a regular basis. Only the Nursery Management team and Room Leaders will be able to administer medication to the children.

The nursery will not be able to administer medicines containing aspirin unless a doctor has prescribed that medicine for that child.

Parents/carers will be asked on arrival with their child to Nursery how they have been during the period they have been away from the Nursery. We inform parents at the admission of their child to the Nursery that during these communication points the parents must inform us if they have given the child any medication prior to attending the Nursery. If they inform us that they have we ask the parent/carer to document this information down on a Medical consent form.

Any medication to be stored in the Nursery will be done so in a secure locked cabinet which will only be accessible to adults in charge of the Nursery.

Any children requiring any hand-held medication will be able to do so by two members of staff observing the child doing this, their medication will be stored away from the child and they will be able to access this medication on request.

Each child who has any medication stored in the Nursery will have their own container with a clear label stating the child's name and the medication they have, along with details on the dosage of the medication and its expiry date. If the child needs to access their medication quickly and it could be extremely harmful if they delay in receiving the medication, their medication will be kept in the child's room safely and will be taken outside when the child plays outdoors.

Any Staff members who have medication will be given a container that will clearly state their name, the medication stored and the dosage and expiry date of the medication to place within the locked Nursery medicine box.



Specialist or Long Term Medication

For any children who need long term or specialist medication, the Nursery will liaise with the child's parent/carer or the staff member to completely understand the illness or condition. To discuss what the implications of the illness or condition are and what this will mean, the child or member of staff will need to support this.

The Nursery will then arrange for the child or member of staff's specialist health professional to come in and offer staff members' practical training.

Any child who retains medication in the Nursery will have a retaining medication form that the child's parent/carer or the member of staff needing the medication will complete. This will inform the Nursery about the illness/condition and what signs and symptoms to look for, and what treatment to give on observing these.

These forms will be completed every 3 months or more frequently if the condition or medication changes.

Any medication prescribed will have the first dose of the medication given by the parent/carer in case of any adverse reactions; this includes children prescribed antibiotics. They must remain absent from the Nursery for 24 hours.

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