

TAMSIN'S LITTLE ACORNS

Storing and Administering Medication Policy

If a child becomes unwell whilst at our setting we will contact the parents or carer and inform them of the situation as soon as possible. We may have to administer medication and for that we will need the consent of the parents or carer.

We do think that a child will be better cared for in their own home if they are unwell. We also have the welfare of the rest of the children to think of. So if a child is poorly and cannot attend that day please contact us by 9.00AM.

If we are required to store medication we will do so under the instruction of the parents or carer.

If the medication is required to be stored in the fridge we will label this clearly and keep it separate from food.

All medication will be stored out of the reach of children in a high cupboard in the kitchen.

We will not remove it from the original container and we will check the date on the medication and also the names on the label.

We will ensure we have a good supply if a medication is required, for the duration of the child's stay.

If we are required to administer medication, we will ask what the medication is for, why we are giving it to the child and also what the outcomes are likely to be. Also we need to be aware of any side effects and what to look out for to know that it's working. The dosage should be written down and when we should administer it.

Please Note: We CANNOT administer any medication that hasn't been prescribed by a Doctor, Dentist, Nurse or Pharmacist and if a medicine includes ASPIRIN, we can only administer it if a Doctor has prescribed it). We also require written consent from the parent or carer.

Special Requirements

If a child has a specific medical condition that requires medical or technical knowledge, we will insist we receive the appropriate training from the family Doctor or Nurse. If a child has a specific condition, please assist us by supplying a Medical Plan where applicable.

We will keep a record of all medicines administered to children, including the name of the medicine, the dosage, date and time.

If you have any questions about my Storing and Administering Medicine Policy please do not hesitate to ask.