

MEDICATION POLICY



Liberty Kids is only able to give prescribed medication such as antibiotics or for long term illness e.g. asthma.

We do not administer paracetamol for teething pain or illness, if your child requires this then they need to stay at home.

If your child has been sick, had diarrhoea or has a raised temperature we will ask you to keep them at home for 48 hours after their last bout.

Administration of Prescribed Medicines:

- All prescribed medicines must be stored in their original containers, clearly labelled with the child's name, date and expiry date.
- Antibiotics must have been administered by the Parent/Carer 24 hours before the child is accepted back into the Nursery.
- Parents/Carers must sign a consent form at the start of each course of medicine for staff to administer the prescribed medicines.
- A designated staff member must administer the medicine with another qualified practitioner in attendance.
- Before the medicine is given, the child's name and dosage on the container must be checked, by another member of staff, as well as the date.
- The time the medicine should be given must be checked and logged in the medicine consent form.
- The medicine consent form must be completed and then signed by both members of staff as soon as the medicine has been administered.
- The parent/carer must sign and date the medicine form upon collection of the child.
- Medicines only needing to be administered twice daily will be discouraged from being administered at Liberty Kids.
- Medicines must be stored out of the child's reach, in a separate container in the fridge, or in the office in a labelled container.
- On outings if medication is required it will be transported alongside the first aid kit which is securely kept by a staff member at all times.
- The medicine should be administered to the child in such a way that affords them privacy. The child should be in a settled and relaxed frame of mind whilst the medicine is being administered.
- All medicine must be handed over to the parent/carer to take home at the end of each day.
- Staff must be familiar with the administration of certain medication (e.g. inhalers for asthma and an Epi-pens in an emergency). Parents/Carers will be asked to show staff how to use them and so reduce the stress to adult and child.
- Where needed relevant training will be given to staff.

Liberty kids will always refer to the Care Inspectorates most up to date Guidelines regarding medication and the administration of medication. Currently named Management of Medication in Day-Care of Children and Childminding Services 2014