

## **Banwell Buddies Administration of Medication & Sick Child Policy**

### **Administration of Medication**

At Banwell Buddies we follow the guidelines below regarding medication;

- Medication may be administered. It must be in-date and prescribed for the current condition.
- Children taking prescribed medication must be well enough to attend the setting.
- No un-prescribed medication (pain and fever relief) is given to children, parents or staff unless we have received prior consent and there is a health reason to do so.
- No medication containing aspirin will be given to any child attending this setting.
- Children's prescribed drugs are stored in their original containers, in accordance with product and prescriber's instructions and are clearly labelled, easily accessible to staff and inaccessible to the children.
- Parents give prior written permission for the administration of medication. This states the name of the child, name/s of parent(s), date the medication starts, the name of the medication and prescribing doctor, the dose and times, or how and when the medication is to be administered.
- If the administration of prescribed medication requires medical knowledge, individual training is provided for the relevant member of staff by a health professional.
- Wherever possible and under advice of a trained health professional individual children will be supported with any ongoing medical needs. This may include the attendance by the child's key person at any care plan meetings.
- We use the Medication log to record any administration of medicine and record; time, date, dosage and the form is signed by both the staff member administering the medication and the parent on collection of the child.
- If a practitioner at this setting is taking medication which they believe may affect their ability to care for children, they should inform the manager and only work directly with children after seeking medical advice a thorough risk assessment being carried out.

### **Sickness Policy**

All parents are requested to view this policy within the loan policy and procedure file, so that they are aware of our policy on the exclusion of ill or infectious children. This is also discussed with parents during their initial visit.

We do not provide care for children, who are unwell, have a temperature, or sickness and diarrhoea or who have an infectious disease. This is in line with The Health Protection Agency's Guidance on infection control in schools and other childcare settings.

The setting adopts a 48-hour rule for sickness and diarrhoea. This means that children and staff cannot return to Banwell Buddies until 48 hours after their last bout of sickness and/or diarrhoea.

Nappies will be individually monitored. If a child is displaying obvious sickness and diarrhoea they will be sent home as with an older child in out-of-school club. However, loose nappies will be monitored and after 2 loose nappies, parents will be notified and asked to take the child home.

In the event of your child/children becoming ill whilst at the pre-school/out-of-school club, the staff will follow the outlined procedure below:

- Keyworker and person in charge to be informed.
- Description of the symptoms/problem to be relayed to the staff listed above.
- Keyworker to assess the child/ren and decide on appropriate action required.

CHILD NEEDS TO BE SENT HOME IMMEDIATELY	CHILD DOES NOT NEED TO BE SENT HOME IMMEDIATELY
<p>Contact parent/carer.</p> <p>Make child suitably comfortable.</p> <p>Encourage rest/fluids whatever is required/appropriate to their illness symptoms.</p> <p>Move child to a more appropriate area of the setting.</p> <p>Dress/undress appropriately.</p> <p>Comfort and reassure the child.</p> <p>Update and inform parent on collection.</p> <p>Advise a doctor's appointment if necessary.</p> <p>Request parent/carer contacts the setting to provide an update on progression of child, a diagnosis or further symptoms.</p>	<p>Make child suitably comfortable.</p> <p>Encourage rest/fluids whatever is required/appropriate to their illness symptoms.</p> <p>Encourage quiet activity.</p> <p>Inform all staff of the situation and advise close monitoring if child moves away to play.</p> <p>Dress/undress appropriately.</p> <p>Regularly assess child/children.</p> <p>Update and inform parent/carer on collection.</p> <p>Advise a doctor's appointment if necessary.</p> <p>Request parent/carer contacts the setting to provide an update on progression of child, a diagnosis or further symptoms.</p>

## 20 Exclusion Procedure for Illness/Communicable Disease

### Minimum periods of Exclusion from Preschool

Disease/Illness	Minimal Exclusion Period
Antibiotics Prescribed	First 1 day at home
Temperature	If sent home ill, child must be off for 24 hours
Vomiting	If sent home ill, child must be off for 48 hours
Conjunctivitis	Keep at home for a minimum of 1 day; longer if eyes still weeping
Diarrhoea	48 hours
Chickenpox	7 days from appearance of the rash
Gastro-enteritis, food poisoning, salmonellosis and dysentery	Until authorised by District Community Physician
Infective hepatitis	7 days from onset of jaundice
Measles	7 days from appearance of the rash
Meningococcal infection	Until recovered from the illness
Mumps	Until the swelling has subsided and in no case less than 7 days from onset of illness
Pertussis (Whooping Cough!)	21 days from onset of paroxysmal cough
Poliomyelitis	Until declared free from infection by District Community Physician
Scarlet fever and streptococcal infection of the throat	Until appropriate medical treatment has been given and in no case for less than 3 days from the start of treatment
Tuberculosis	Until declared free from infection by the District Community Physician
Typhoid fever	Until declared free from infection by the District Community Physician
Impetigo	Until the skin is healed
Pediculosis (lice)	Until appropriate treatment has been given
Plantar warts	No exclusion. Should be treated and covered
Ringworm of scalp	Until cured
Ringworm of body	Seldom necessary to exclude provided treatment is being given
Scabies	Need not be excluded once appropriate treatment has been given

- Children with head lice are not excluded, but must be treated to remedy the condition.
- Parents are notified if there is a case of head lice in the setting.
- Parents are notified if there is an infectious disease, such as chicken pox.
- HIV (Human Immunodeficiency Virus) may affect children or families attending the setting. Staff may or may not be informed about it.

- Children or families are not excluded because of HIV.
- Good hygiene practice concerning the clearing of any spilled bodily fluids is carried out at all times.
- Our Local Health Protection Unit (Tel 0117 342 5551 or email: [avonHPU@hpa.org.uk](mailto:avonHPU@hpa.org.uk)) is notified of any infectious diseases that a qualified medical person considers notifiable. (Infectious Disease (Notification) Act 1889). Ofsted is also informed where this is the case.

**At least one person who has a current 12 hour paediatric first aid certificate must be on the premises at all times when children are present. At least one member of staff on outings has a current paediatric first aid certificate. Staff only attend first aid training which is available through North Somerset's Childcare Learning and Play Team Training Directory and therefore consistent with guidance within the Practice Guidance for the Early Years Foundation Stage.**