



20. Children with Medical Needs, Sickness and Medication Policy

Yaddlethorpe Pre-school is an inclusive group. We will do our utmost to adapt our provision and accommodate individual children's needs to ensure all children are given equal opportunity

We recognise and will meet our duties and responsibilities according to current legislation and statutory guidance.

Administration of medicines for short term illness

In the event of a child recovering from a short term illness medication will only be administered at the discretion of the nominated medical officer **Louise Heath-Drury** or deputy **Jane Walls**, and then:

- The child must be well enough to attend pre-school,
- Only medication prescribed for the child by a doctor, dentist, nurse or pharmacist (medicines containing aspirin will only be given if prescribed by a doctor) will be administered. It must be in date and prescribed for the current condition, in original container clearly labelled, with the original pharmacy label, with the child's name, date of birth and the dosage. Parents are required to complete a medication form stating the medication to be administered, the dose and time needed. Parents must sign this form,
- Medication is administered by a practitioner with a current first aid qualification and witnessed by a second member of staff. Administration is then recorded and signed by both practitioners. Parents sign to confirm that they have been informed of the administration.
- Medication will be stored away from children and according to the instructions on the label.

In the case of administering lifesaving medication such as insulin / adrenalin injections, epipens or nebulisers and inhalers the position will be clarified by reference to the insurance company. If specialist knowledge is required the staff will receive training from a qualified health professional.

Long term and complex medical conditions

We recognise that children with long term and complex medical conditions may require on-going support, medicines or care to manage their condition and keep them well and that each child has individual and unique needs.

Where a child with a long term and complex condition enrolls for pre-school:

- all relevant staff including supply and temporary staff will be made aware of the child's condition.
- we will ensure that arrangements are put in place to cover transitions from another setting and into pre-school. These may vary from child to child according to the existing IHP
- staff training needs will be identified and met

Where a child has extended absence we will make every effort to support them with transitions and re-integration back to pre-school.

In cases of new diagnosis we will make every effort to ensure that appropriate arrangements are in place as quickly as possible.

Individual Healthcare Plans (IHP)

The pre-schools designated Medical Officer or SENCO will normally be responsible for developing IHP's alongside parents and in liaison with and with appropriate oversight of a relevant healthcare professional. The purpose of the IHP is to ensure that there is clarity about what needs to be done, when and by whom.

The IHP is confidential to parents, the child and those pre-school staff who need to know. The level of detail within an IHP will depend upon the complexity of the child's condition and the degree of support needed. Where the child has a special educational need, but does not have a statement or EHC Plan, their special educational needs will be referred to in their IHP.

IHP's will be reviewed at least termly or more frequently if the child's needs have changed. Reviews will be linked to any EHC Plan / Statement, as appropriate.

Procedures for children who become unwell whilst at pre-school

In the case of a child becoming unwell, he/she will be separated to a quiet area with a member of staff and made comfortable. Parents / carers will be called. If no contact can be made we will attempt to inform the emergency contact as on the child's personal details form.

The child's temperature will be taken at regular intervals. Should the child's temperature be raised they will be kept cool by removing clothing and given water to drink where appropriate

If the child's temperature rises above 38°C parents will be contacted immediately to collect the child. To reduce the temperature and lower the risk of febrile convulsion, paracetamol suspension may be administered with prior consent from parents (on entry).

Ailments

We pay due attention to Public Health England "Guidance on Infection Control in Schools and other Childcare Settings". Exclusions due to ailments are at the pre-schools discretion.

Parents are asked to keep their children at home if they have any illness/requiring Calpol and to inform us of the nature of the illness. This allows us to inform other parents to be on the look out for signs and symptoms in their own children.

Children and adults must stay away from pre-school if they have vomited or had diarrhoea in the last 48 hours.

Cuts and open wounds, whether on children or adults must be covered with a sticking plaster or other suitable dressing.

Children with headlice are not excluded and information about the treatment of headlice will be made available if any cases are reported.

Any spills of bodily fluids will be wiped up immediately and flushed down the toilet. Disposable gloves will always be worn when dealing with bodily fluids. The floor and other affected surfaces will be disinfected using chlorine or iodine bleach diluted to the manufacturer's instructions. Contaminated fabrics will be washed in hot water and detergent.

