

EARLY YEARS FOUNDATION STAGE MEDICATION POLICY

This policy sits in conjunction with the whole school First Aid and Medical Condition's Policy.

ISI Code:	13d EYFS Medications Policy
Policy Author:	James Davis, Head of Pre-Prep & Nursery
Date Reviewed by Author:	August 2024
Next Review Date:	August 2025

1. POLICY STATEMENT:

We promote the good health of children in the Early Years Foundation Stage, including the oral health of the children attending Pennthorpe. We have a procedure outlined below, for dealing with children who are ill or infectious that is discussed with parents and carers. This is to prevent the spread of infection, and to guide the appropriate action if children are ill. Staff will only administer medicine prescribed by a child's GP or other medical professional (see exclusion).

Exclusion:

If a child has a high/rising temperature, and parents are unavoidably held up, provided we have consent from parents, we may decide to administer a dose of liquid paracetamol in order to reduce fever and risk of convulsion. If we are unable to contact the parents, in extreme cases, we may administer a dose of liquid paracetamol.

2. PROCEDURES:

- Parents must complete a Pupil Medication request form that can be found on the school website and this must be returned to Matron. The exact dosage to be given for medicine prescribed by the child's GP must be clearly marked on the container with the date and child's name. These are the only instructions that staff will follow.
- If a child has been given any type of medication at home prior to attending school, (eg. Tixilyx or Calpol) the staff must be informed in writing. Ideally, if medication is required, the schools recommends that the child remains at home.
- In the case of prescribed medication, a period of 24 hours must pass between the first dose being given and the child's return to the Early Years. This is to ensure that there is no adverse reaction to the prescribed medicine and because the staff cannot cater for children who are unwell.
- Parents must either given medicines directly to Matron, or they may be given to the Front Office, who will check all medicines are labelled correctly. This is so that it may be stored safely out of reach of the children in the lockable medicine cabinet or in a lockable fridge if necessary in the Medical Room.
- Medication must not be left in the child's bag.
- The parent/carer must countersign the medication record on collection of their child so that they are aware of when the last dose was given.



- They are checked by our Matron half termly.
- Specialist training in use of EpiPen will be provided for staff and other specialised training would be sought if required.
- All parents issued with Public Health England guidelines on infectious diseases along with the relevant exclusion times.
- Please refer to [Pennthorpe First Aid & Medical Policy 2024-2025.docx](#) for exclusion policies based on illness / condition.

IF A CHILD BECOMES UNWELL DURING THE DAY:

- The teacher/key worker will make an assessment of the child and seek support from the Matron.
- If required, the parent/carer will be telephoned.
- Staff inform management who will provide support in rooms if necessary.
- The child is kept away from the other children under the constant care of an adult wherever possible (within the medical room).
- The child will be made comfortable while awaiting collection by the parents/carers.
- In cases of sickness and diarrhoea we follow infection control measures as advised by Public Health England, which include disinfecting surfaces and door handles and washing absorbent materials
- Children and staff are not permitted to return to School for 48 hours after the last incidence of sickness or diarrhoea.
- All staff and children show extra vigilance with hand washing.

Staff medication

- As outlined in the EYFS statutory guidance, staff members must not be under the influence of alcohol or any other substance which may affect their ability to care for children.
- Staff members taking medication which may affect their ability to care for children, they should seek medical advice. Members of staff should only work directly with children if the medical advice received confirms that the medication is unlikely to impair that person's ability to look after children properly.
- All medication on the premises must be stored securely, and out of sight, at all times.