

Medicines Procedures

- If the child is on prescribed medication, prescribed by the doctor, dentist, nurse or pharmacist the following procedures will be followed:
 - If possible, the child's parents will administer medicine. If not, then medication must be stored in the original container and clearly labelled with the child's name, dosage prescriber's instructions for administration.
 - Providers must obtain prior written permission for each and every medicine from parents before any medication is given. Where local regulations require it, guidance will also be sought from social care before people other than parents agree to administer medicines.
 - Written information will be obtained from the parent, giving clear instructions about the dosage, administration of the medication and permission for a member of staff to follow the instructions.
 - All medications will be kept in a lockable cupboard.
 - A medication book will be available to log in: name of child receiving medication; times that the medication should be administered; date and time when medication is administered, together with the signature of the person who has administered each dose.
- With regard to the administration of life saving medication such as insulin/adrenaline injections or the use of nebulisers, the position will be clarified by reference to the Nursery's insurance company. If specialist knowledge is required, staff involved in administering medication will receive training from a qualified health professional.

SUN CREAM PROCEDURE

All children when commencing at little Stars Nursery, must have a medical form signed and completed by their parent/guardian.

Each parent is formally asked for their permission for us to apply sun cream to their child.

There is also the option for you to supply us with your own type/brand of sun cream and permission for us to apply this.