



Medicine Policy

We are happy to administer your child with prescribed medication by a doctor, dentist, nurse or pharmacist. All medication should have a pharmacy label with the child's name on, D.O.B, date and dosage. Only if we have a signed parental permission form for us to do so and must inform us of the child's medical condition. It is important that parent/carers inform us of any medical condition their child may have at onset of care. It is the responsibility of parents/carers to keep us informed of any medical/medication changes their child may have.

Training will be sought for staff where the administration of medicine requires medical or technical knowledge.

If your child requires Calpol whilst at nursery please supply Calpol sachets. However we do hold an **emergency** supply of Calpol, this may be given to your child in an emergency to bring their temperature down or relieve pain, permission will always be sought via Famly. Calpol will not be given until the child has been in nursery for 4 hours. If your child's temperature reaches 38 degrees then we will contact you, it will then be agreed if your child goes home or is administered Calpol and monitored.

We require online consent to administer medication to your child. You will have to review and acknowledge a medication form on Famly. This is to protect your child, you and ourselves. It is vital that you inform us of any medications you may have given your child before they arrive into our care. We will need to know what medication they have had, the dosage and time given.

ONLY senior members of our team are authorised to administer medication within our setting, this is then countersigned by another member of staff.

If your child has a self held medication eg- inhaler, please obtain an additional one for us to keep at the setting.

All medication given to us will be stored correctly in accordance with the instructions on the bottle.

All medication given to us must be in it's original bottle / container and have manufacturers guidelines printed on it.

We will record all medication administered via the Famly App and will require acknowledgement the medication was given via the app.



Children under 16 should never be given medication containing aspirin unless it has been prescribed by a doctor

If you have any concerns regarding medication please discuss them with us.

Signed (Jessica Burns): Jessica Burns

Signed (Scott Marshall): Scott Marshall

Review Date: March 2026