

Medical Administration

Principle

It is the policy at Rainbow Stop Playgroup to enable all children to attend Playgroup even if they require medication throughout the session.

Policy

Some children may have prescribed medication i.e. insulin, inhalers or epi-pens. Some children may require to have calpol or other analgesics for an underlying non-infectious condition. In such circumstances these are probably prescribed by the child's own doctor and the use in the setting is acceptable. However if a child is taking analgesia or calpol to control his/her temperature the child may be harbouring an infectious condition that may be passed on to other children. In these circumstances it would be advisable to keep the child at home until they are well enough to return to Playgroup. As the session only last 2 ½ hours the parent should be able to administer the calpol before and after the session.

Procedure

- Any child requiring any form of medication must have an administration of medicine form completed by a parent.
- The staff named on the form are responsible for administering the medication and 2 adults must be present when medication is administered.
- All administration of medicine forms will be kept with the child's records.
- All medicines will be stored as recommended on the packaging and kept out of reach of children.
- All medicines must have written instructions.
- Training must be given for certain medications e.g. epi-pen
- Insurance company should be aware of any medical problems and medicine to be administered.