



HEALTH, SICKNESS AND MEDICATION POLICY

Where possible, all children who are prescribed medication should receive their doses at home. If it is necessary for medication to be taken during sessions at the Club i.e: when it is necessary to preserve life, in the case of an ongoing illness/health problem, or a condition which needs to be treated immediately before the condition, worsens e.g. peanut allergy, the following policy will apply.

- A child who, in the opinion of the CK management, is obviously ill when they arrive at the club will not be accepted. This includes children who have been given medication (such as paracetamol) that may have masked symptoms. If your child becomes unwell while in our care, we will contact you, explain the situation, and ask you to collect your child as soon as possible. In certain circumstances, you may be asked to contact your own GP's practice for further assistance. In addition to children who are unwell, children with any ailments considered infectious or contagious will be excluded from the club for the allocated period of time. Refer to infectious illness exclusion period guidance below.
- Medication will never be given without the prior written request of the parent/carer; we require written information so a signed and dated medication consent form must be in possession of CK before administering medication. The information requested includes frequency, dosage, any potential side effects and any other pertinent information, In the case of using an EpiPen a written and signed instruction from the child's GP will need to be obtained before we can administer the medication, *See Allergy and Anaphylactic Policy.
- All medication must be handed to a staff member. **Under no circumstances must any medication be left in your Child's bag.**
- Medication consent forms can be downloaded from our website and e-mailed to creativekidz32@hotmail.com, you must not assume that we have received this unless you have received confirmation either verbally or by e-mail.
- Staff have the right to decline such a request from a parent/carer if they are in anyway uncomfortable with this. We are likely to decline such a request from parents/carers to administer medication where this involves technical knowledge or training.
- The Parent/Carer takes the responsibility for the delivery of the medicine to the club, the replacement if out of date or finished and the collection when necessary.
- If for any reason a child refuses to take their medication, staff will not attempt to force them to do so against their wishes. If and when this situation occurs, the Manager and the child's parent/carer will be notified, and the incident recorded in the Medication Record book.
- All First Aid Equipment/Medication will be stored in a safe place out of reach of children.

The procedure for administering medication at the Club is as follows:

- Medication will never be given without the prior written request of the parent/carer and written instruction from the child's GP, including frequency, dosage, any potential side effects and any other pertinent information.
- A member of staff will be assigned to administer medication for each individual child concerned. They will also be responsible for ensuring that:
 - Prior consent is arranged.
 - All necessary details are recorded.
 - That the medication is properly labelled and safely stored during the session.
 - Another member of staff acts as a witness to ensure that the correct dosage is given.
 - Parents/carers sign the Medication Record book to acknowledge that the medication has been given.

If there is any change in the type of medication-whether regarding dosage or other changes to the information given -a new consent form must be completed.

Full details of all medication administered at the Club, along with all Administering Medication forms, will be recorded and stored in the Medication Record book.

Sun Protection:

- The Manager and staff understand the dangers posed to children and themselves by over exposure to the sun. In hot weather, parents/carers are encouraged to provide sunscreen for their children. A store of sun protection should also be kept on the premises. Children will also be encouraged to wear a hat when playing outside in the sun.
- When necessary, staff may apply sunscreen to children who cannot do so for themselves, where prior permission has been given by the parent/carer on the Registration form.
- In hot weather, staff will encourage children to drink water frequently. Staff will also ensure that shady areas out of the sun are always available to children when playing outside.

Infectious and communicable diseases:

If any infectious or communicable disease is detected on the Club's premises, the Club will inform parents/carers personally in writing as soon as possible. The Club is committed to sharing as much information as possible about the source of the disease and the steps being taken to remove it. Ofsted will also be informed of any infectious or communicable diseases on the Club's premises.

Minimum Exclusion Periods for Illness and Disease:

DISEASE	USUAL INCUBATION PERIOD (DAYS)	INTERVAL BETWEEN ONSET OF ILLNESS AND APPEARANCE OF RASH (DAYS)	MINIMUM PERIOD OF EXCLUSION PROVIDED CHILD APPEARS WELL
CHICKEN POX	0-21	0-2	7 DAYS FROM APPEARANCE OF RASH, ALL SCABS NEED NOT HAVE SEPARATED
CONJUNCTIVITIS	1-7		WHEN CONDITION IS CLEAR (USUALLY 24 HRS AFTER PRESCRIBED TREATMENT) AND EYES HAVE STOPPED WEEPING
DIARRHOEA	1-7		FIRST 24 HOURS
DIPHTHERIA			2-5 DAYS
EAR INFECTION			48 HRS AFTER STARTING ANTIBIOTICS

GASTRO-ENTERITIS, FOOD POISONING, SALMONELLA AND DYSENTERY	0-2		24 HOURS OR UNTIL ADVISED BY A DOCTOR
GERMAN MEASLES	14-21	0-2	UNTIL CLINICAL RECOVERY
GLANDULAR FEVER			UNTIL CERTIFIED WELL
HAND FOOT AND MOUTH			DURING ACUTE PHASE AND WHILE RASH AND ULCERS ARE PRESENT
HEPATITIS-A			7 DAYS FROM ONSET OF JAUNDICE & WHEN RECOVERED
HEPATITIS-B			UNTIL CLINICALLY WELL
HIGH TEMPERATURE			24 HOURS
IMPETIGO			UNTIL THE SKIN HAS HEALED
INFECTIVE HEPATITIS			7 DAYS FROM THE ONSET
INFECTIVE JAUNDICE	14-42		UNTIL CLINICAL RECOVERY
MEASLES	7-21	3-5	UNTIL CLINICAL RECOVERY
MENINGITIS	2-10		UNTIL CLINICAL RECOVERY AND BACTERIOLOGICAL EXAMINATION IS CLEAR
MUMPS	12-28		7 DAYS MINIMUM OR UNTIL DISAPPEARANCE OF ALL SWELLING
PERDICULOSIS (LICE)			UNTIL TREATMENT HAS BEEN GIVEN

PLANTAR WARTS			SHOULD BE COVERED AND TREATED
POLIOMYELITIS			UNTIL CERTIFIED WELL
RINGWORM OF THE SCALP			UNTIL CURED
RINGWORM OF THE BODY			UNTIL TREATMENT HAS BEEN GIVEN
RUBELLA (GERMAN MEASLES)			4 DAYS FROM ONSET OF RASH
SCABIES			UNTIL TREATMENT HAS BEEN GIVEN
SCARLET FEVER AND STREPTOCOCCAL INFECTION OF THE THROAT	2-5 DAYS		3 DAYS FROM THE START OF TREATMENT
THRUSH			UNTIL LESIONS HAVE GONE
TUBERCULOSIS			UNTIL DECLARED FREE OF INFECTION BY A DOCTOR
TYPHOID FEVER			UNTIL DECLARED FREE OF INFECTION BY A DOCTOR
VOMITING			UNTIL 24 HOURS AFTER LAST SICKNESS AND CHILD BACK ON NORMAL DIET
WHOOPING COUGH	5-14		21 DAYS FROM THE ONSET AND UNTIL CLINICAL RECOVERY

Relates to EYFS Theme A unique child

Principle 1.4 Health and wellbeing