



## Eastwood Nurseries

# Policy for Medication and for Supporting Children with Medical Conditions

Policy Updated: June 2025

Due to be reviewed: June 2027

Next Review: June 2027

DFE Dec 2015 Supporting Children at Nursery with medical conditions

## **Policy Statement**

Section 100 of the Children and Families Act 2014 places a duty on governing bodies of maintained nurserys, to make arrangements for supporting children at their nursery with medical conditions.

The governing body will ensure that all children with medical conditions in our nursery are supported to enable them to have full access to all aspects of the education provided and the same opportunities as other children, including access to nursery trips.

All children with medical conditions, in terms of either physical or mental health, will be properly supported so that they can play a full and active role at nursery, remain healthy and achieve their academic potential.

The nursery will consult and work in partnership with health and social care professionals, children and parents to ensure the needs of children with medical conditions are effectively met.

The nursery will ensure that there is a focus on the needs of each individual child and how their medical condition impacts on their nursery life.

The nursery will ensure staff are provided with appropriate training to provide whatever support children require, including training in what to do in an emergency.

All staff have a clear understanding that medical conditions should not be a barrier to learning and that they have a duty of care to children.

The named person with overall responsibility for children with medical needs is the Special Educational Needs Coordinator, Emma Furlong.

The designated lead for medication is the Headteacher, Emma Furlong and Manager Wendy Thrussell.

## **Introduction**

Parents/carers of children with medical conditions are often concerned that their child's health will deteriorate or not be effectively managed when they attend nursery. This is because children with long-term and complex medical conditions may require on-going support, medicines or care while at nursery to help them manage their condition and keep them well. Others may require monitoring and interventions in emergency circumstances. It is also the case that children's health needs may change over time, in ways that cannot always be predicted, sometimes resulting in extended absences. It is therefore important that parents feel confident that the nursery will provide effective support for their child's medical condition and that the children feel safe.

In addition to the educational impacts, there are social and emotional implications associated with medical conditions. Children may be self-conscious about their condition and some may be bullied or develop emotional disorders such as anxiety or depression around their medical condition.

Long-term absences due to health problems affect children's educational attainment, impact on their ability to integrate with their peers and affect their general wellbeing and emotional health. Reintegration back into nursery should be properly supported so that children with medical conditions fully engage with learning and do not fall behind when they are unable to attend. Short-term and frequent absences, including those for appointments connected with a child's medical condition (which can often be lengthy), also need to be effectively managed and appropriate support put in place to limit the impact on the child's educational attainment and emotional and general wellbeing.

Some children with medical conditions may be considered to be disabled under the definition set out in the Equality Act 2010. Where this is the case the governing body must comply with their duties under that Act.

## **Children with long-term medical conditions**

When a long-term medical condition is identified, the Special Needs Coordinator will ensure that all staff are informed about the specific needs of the child. The key worker and the SEND coordinator will work together with other professionals and with the child's parents to draw up an EHCP (Education, Health and Care Plan) which will include an IHP (Individual Healthcare Plan).

Individual Healthcare Plans will include the following information:

- The medical condition, its triggers, signs, symptoms and treatments
- The child's resulting needs, including medication (its side-effects and its storage) and other treatments, dose, time, facilities, equipment, testing, dietary requirements and environmental issues e.g. crowded areas, safety issues.
- Specific support for the child's educational, social and emotional needs.
- Who will provide this support, their training needs and cover arrangements in their absence
- Who in the nursery needs to be aware of the child's condition and the support required
- Written permission for medication to be administered by a paediatric first aid trained member of staff.
- Separate arrangements or procedures required for nursery trips or other nursery activities that will ensure the child can participate.
- Where confidentiality issues are raised by the parent/child, the designated individuals to be entrusted with information about the child's condition
- What to do in an emergency, including who to contact, and contingency arrangements

All Healthcare Plans will be reviewed annually as a minimum or in line with any changes to the child's condition. Alongside this any child with a Medical Condition will have a Risk Assessment in place which is reviewed annually or in line with any changes to their

condition.

### **Roles and Responsibilities**

The **Governors** will ensure that arrangements are in place to support children with medical conditions and that they are enabled to access the fullest possible participation in all aspects of nursery life. Governors will ensure all staff have received the appropriate level of training and are competent to support children. Governors will receive annual updates as to the effective working of the policy, will review this carefully and ensure implementation of any changes or recommendations arising from the review.

The Governors will ensure that this policy is reviewed every 2 years or in line with Statutory Guidance.

The **Headteacher** has lead responsibility for the implementation and review of the policy and will ensure:

- the nursery is inclusive and welcoming
- the policy is in line with national guidance and expectations, is put into action and maintained
- liaise with other interested and relevant parties (including parents and children , nursery health, community and acute health services, the local authority services etc)
- ensure information help by the nursery is accurate and up to date and good communication and information sharing systems are in place
- ensure child confidentiality is respected
- assess the training and development needs of staff and arrange for them to be met
- ensure all staff are aware of the policy, including supply staff and new staff
- delegate tasks appropriately to named members of staff
- monitor and review the policy every 2 years as a minimum, with input from children , parents, staff and external stakeholders and update it as and when necessary
- report back to governors and to all key stakeholders about the implementation of the medical conditions policy.

**All staff** at the nursery have a responsibility to

- be aware of and understand the nursery's medical conditions policy
- be aware of the potential triggers, signs and symptoms of common medical conditions and know what to do in an emergency
- know which children in their care have a medical condition and be familiar with the content of the child's Healthcare Plan
- arrange for all children to be provided with their emergency medication when necessary
- maintain effective communication with parents including informing them if their child has been unwell at nursery
- ensure children's essential medication is available for them when they go on a nursery visit or out of the classroom. During which times a first aider must be present.
- ensure all children with medical conditions are not excluded unnecessarily from activities they wish to take part in, and understand the impact a medical condition may have on a child and make any reasonable adjustments to accommodate this .
- be aware that medical conditions can affect a child's learning and provide extra help when it is needed
- use opportunities to raise child awareness about medical conditions
- All staff will provide emotional support for any child with a common injury. All staff will ensure that when necessary an ambulance is called.

### **Specific responsibilities of key staff**

- the **special educational needs coordinator** for the nursery will keep an overview of any children whose medical needs impact on their learning, will advise staff working directly with them and ensure appropriate strategies are put in place to support them
- **staff with first aid training** will provide medical treatment to children with common injuries or illnesses. Documenting this accordingly using the nurseries processes and will ensure that parents are informed as necessary.
- **designated lead for medication** (Headteacher and Manager), will ensure all medication is correctly stored and labelled, regularly reviewed, in date and that

parents provide new medication as needed.

### **Procedure for administering medication to children**

The Designated Lead for Medication is the Headteacher and Manager.

With the exception of children with medical conditions and Healthcare Plans. Medicine will only be administered if a parent completes a Medication Form for medicine prescribed by a medical professional.

Liquid paracetamol or piriton may be administered in an emergency by a pediatric first aider, with the verbal consent of a parent/carer. In the event of emergency medication being administered parents/carers will be advised that they need to collect their child from nursery.

They will then:

- Ensure that sufficient information about the medical condition of the child has been noted
- Ensure that the correct dosage is administered as displayed on the label.
- Ensure that it is witnessed and authorized.
- Consult with parents about the administration of medicine in line with daily doses.

If the administration of prescription medication requires technical or medical knowledge, then individual training will be provided for staff from a qualified health professional.

Medicines will be stored in a locked medicines cabinet (located in the children's toilet area in the Nursery). For any children with medical conditions ample supplies of medicine may also be kept in a secure locker in the classroom storage cupboard. All medicine will be stored strictly in accordance with product information and in their original containers.

Medicines requiring cool storage will be stored in the small fridge located in classroom storage cupboards. Medicines should not be stored with food.

We will keep written records of all medicines administered to children (the quantity, time,

date and who administered the medication), and inform parents.

No member of staff will accept medication from a parent or carer unless this procedure has been followed.

We do not accept over the counter medication.

All parents or carers are asked to give permission for sun protection cream to be applied as necessary.

## **Allergies/Anaphylaxis**

Relevant information is shared with all staff regarding any child's allergies or intolerances.

Allergy/Intolerance forms are completed in line with the catering providers procedures.

For children with any allergies food is labelled and stored separately. All children have placemats available at mealtimes recording any allergies or intolerances.

Children with any diagnosed allergies MUST have an allergy action plan provided by the NHS and available for all staff to be aware of.

All key staff undertake regular allergy and food handling training.