

# medication policy

For children to receive medication in the Nursery it is paramount that the following procedure is followed:

- All medication must be clearly labelled identifying the contents and the child's name
- The medication will be safely stored out of children's reach/in the nursery refrigerator depending on the need
- The Nursery must have clear precise written authorisation details from the parent/carer
- A written record will be kept on all medication administered
- All medication administered will be witnessed by a member of staff

The Nursery will make every effort to support the parent/carer and child with the administration of medication, The Nursery also wants to support staff and minimize any situation that could put them at risk, therefore the Nursery requests whenever possible, that parents/carers return from their class to administer their child's medication.

In emergency situations the Nursery staff will meet the child's individual needs.