

## **Medication Policy**

I will work in partnership with parents and carers to ensure that any medication administered to a child is done safely and meets their individual needs.

I will obtain written parental consent before administering any medication and will ensure I have clear instructions about the medication, dosage, and frequency.

I will only administer prescription medication that has been prescribed for the individual child and is clearly labelled with the child's name. Non-prescription medication, such as pain or fever relief, will only be given with written parental consent and when there is a specific health reason to do so.

I will never administer medicines containing aspirin to a child under 16 unless a doctor has prescribed it.

All medication will be stored safely and out of children's reach, in accordance with the manufacturer's instructions. Medication will remain in its original container and, where refrigeration is required, will be stored in a sealed container away from food.

I will keep a written record of all medication administered, including the date, time, medication, and dosage. Parents will be informed when medication has been given. Any missed or refused medication will also be recorded and parents informed. Children will never be forced to take medication.

If a child requires medication that involves specific medical or technical knowledge, I will obtain training from a qualified healthcare professional. Any training will be specific to the child's needs.

For children with long-term medical needs, I will work closely with parents and, where appropriate, health professionals to ensure I have the information, training, and arrangements necessary to support the child's medical needs safely.

Where a child is able to self-administer medication, such as an asthma inhaler, I will agree arrangements with the child and their parents. The medication and the child's individual requirements will be recorded, and parental consent obtained.

All medication records, consent forms and medical information will be stored securely in accordance with my Data Protection Policy.

This policy will be regularly reviewed to ensure it remains in line with current EYFS requirements and relevant guidance.