



MEDICATION MANAGEMENT POLICY

POLICY STATEMENT:

St Helens Park Kindergarten is committed to:

- Providing a safe and healthy environment for all children, staff and any other person's participating in the program.
- Responding to the needs of the child if the child is injured, becomes ill or is traumatised whilst attending St Helens Park Kindergarten.
- Ensuring safe and appropriate administration of medication in accordance with legislative requirements.

RATIONALE:

St Helens Park Kindergarten recognises that ill children are best cared for at home. This will also prevent the spread of infection. Furthermore when a child is unwell they require one-to-one care which the preschool is not able to provide.

Children who are not well in the morning should be kept at home. If a child becomes unwell during the day parents will be asked to collect them from the preschool.

St Helens Park Kindergarten acknowledges that educators are not Health Care Professionals. For that reason parents are encouraged to administer prescription and non prescription medication where possible at home either before or after the child attends the preschool.

SCOPE:

This policy applies to all families who attend the preschool and all educators and volunteers.

MEDICATION:

If children require medication such as antibiotics, then they either remain at home or parents manage the time schedule of the 8 hour administration around the kindy day. eg administer at 8.30; then again when home. Children on prescription medication should not attend kindergarten for the first 3 days of diagnosed illness, or only with a medical practitioner's clearance.

Educators are not able to administer non-prescription medication. Educators are only able to administer prescription medication for children with a recognised health plan, signed by the doctor. Any conditions needing injections will not be administered with the exception of educators trained in the use of epi-pen emergency treatment for anaphylaxis.

- Parents are encouraged to ensure that when antibiotics are prescribed for their child, the full course of medication is completed.

HEALTH CARE PLAN:

We recognise that there are children who have ongoing health issues (e.g. asthma, allergies or diabetes) and may need scheduled or unscheduled administration of medication at the Centre. In this case we require a Health Care Plan to ensure that these conditions are managed correctly.

- A Health Care Plan needs to be completed by a medical practitioner and returned to the Preschool on diagnosis. In some cases it may also be necessary to have a Medication Authority in conjunction with the Health Care Plan.
- All medications will be held in the office in a labelled box, including the child's photo, and the medication schedule
- Children with medical conditions will be identified in the office and all staff informed, including relief staff
- Parents are responsible for providing medical plans and prescription medication
- Children with conditions that may require support and intervention will be identified at enrolment and application made to DfE for support. Site works may be required to provide access to the site
- Children and families may be referred to early childhood education at alternate sites if their needs cannot be met, eg The Briars Early Learning Centre.