

Priorslee Pre-School

Amendment to Medicine Policy during Covid-19. July 2020

Short term medicine use

In order to mitigate against the risk of Covid-19 and the safe administration of medicines Priorslee Pre-School has put in place the following amendments:-

- 1. Children who exhibit signs of being unwell must be kept at home.**
- 2. Children who have been prescribed medication by a GP/medical practitioner are requested to remain at home for 48 hours after the first dose to ensure that they have no adverse reaction.**
- 3. Once exhibiting no signs of illness child can return to pre-school. If medication is required an 'Administration of Medicine form' must be completed.**

Form completion procedure

- a. 24 hours prior to returning the parent must contact pre-school by phone or email stating medicine is required to be administered.**
- b. A member of staff will contact the parent and support the completion of the medicine form. Email address and mobile phone number will be checked.**
- c. Pre- school staff will only administer medication if deemed *absolutely necessary* and only if the dose cannot be given during time at home. For example, a child staying a full day; we will only administer if 4+ doses are required. 3 doses could be given before pre-school, after pre-school and before bed.**
- d. After completion the form will be photocopied and a copy returned to the parent/guardian.**

Medicine will not be administered without this permission.

This policy was adopted by : - Priorslee Pre-School

Signed on behalf of the provider.....

Name of signatory : - John Barker

Role of signatory (e.g. chair, director or owner): - Chairperson

Date: - 23rd July 2020