



There are certain illnesses which children will be unable to attend Nursery with due to incubation periods and cross-infections, please contact HAPPY STARS for details.

Any child taken poorly while attending Nursery will be comforted in a quiet area and if necessary parents/carers will be contacted and asked to take the child home.

A sick child report form shall be completed giving details of circumstances surrounding the child becoming unwell.

Happy Stars follows the guidance from Ofsted regarding 'giving medication to children in registered childcare'.

Antibiotics and creams will be administered once families have completed a medication form. Practitioners will support with the completion of the form checking the packaging and labels as required.

Inhalers will be administered. If a child has an ongoing requirement for an inhaler parents shall put all details in writing and agree to update information as required. A copy of the box with the dispenser label will be copied and kept with the ongoing medication form so staff can check important details required. For children requiring an inhaler rarely a medication form shall be completed each time. Practitioner's will check all packaging and labels ensuring the appropriate dose is administered. If the child is diagnosed with Asthma by a medical professional, then an Asthma care plan will be completed.

Any medication administered by HAPPY STARS shall be recorded and witnessed by two practitioners who shall ensure each individual child's completed medication form is followed correctly.

Dosage for infant paracetamol suspension shall be administered following the advice given on the packaging.

On admission of parental consent is required to administer paediatric paracetamol if needed, parents/carers will always be notified prior to paediatric paracetamol being administered.

Please notify the nursery after doctor's confirmation of an infectious illness that your child may have so we are aware and able to notice similar symptoms in other children.

Following a bout of sickness and diarrhoea, once the symptoms have stopped 48 hours must pass prior to children and staff returning to nursery.

Practitioners sickness levels shall be monitored, and statutory sick pay will be effect as required. Back to work interviews will take place after an employee has been absent from work. Sporadic and high levels of sickness and or absenteeism may result in disciplinary procedures being followed.

Any medication used by practitioners must be stored in an area which cannot be accessed by children at all times.

**Cross reference**

Medication Policy  
Record Keeping policy  
Chronological log  
Circumstance forms  
Calpol records  
Medication Forms  
Back to work interviews  
Infectious Diseases Policy

**Reviewed**

March 2011  
February 2012  
January 2013  
June 2014 – asthma care plan  
April 2015  
August 2016 - back to work interviews  
February 2017 – staff completing medication forms, new rules regarding paracetamol  
January 2018  
Updated March 2022 - Infectious Diseases Policy – COVID 19