

## BROADWAY+TOWERVIEW PLAYSCHOOL MEDICINES PROCEDURE

- ◆ **Only Prescription medicines** can be brought into Playschool by a parent/carer and in a **secure named container** with measuring spoon and must be taken home at end of each session.
- ◆ **Epi- pens & inhalers must be signed in and out of Playschool each day by the parent/carer – parents responsible for ensuring in date - staff to check they are in date on entry**
- ◆ They must be handed over to a staff member who will be shown how and when to administer and to sign when they have administered it. Staff reserve the right to refuse to administer medication. Specific training given by professional advisors to staff may have to be undertaken to administer certain medication, if this is the case children may not attend until such training has been undertaken and certified.
- ◆ **This must be recorded on MEDICINES SHEET in the ACCIDENT AND INCIDENT BOOK.** Long term medical conditions will be shared with the whole staff team and IEP and procedure for that condition recorded and kept with daily information
- ◆ **Special foods or drinks for children with specific allergies MUST be supplied in original packaging with child's name on it .**

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### SICK CHILDREN POLICY

Children **must not** attend Playschool if they have had **sickness and/or diarrhoea** and must be clear of **any symptoms for 48 hours before returning to Playschool.**

Any child who develops these conditions during a session will be isolated and parents will be asked to collect them and exclude them from Playschool until fully recovered ( 48hrs clear of symptoms).

Children developing a temperature of 38o or over or rash or infectious disease during the session will be sent home ASAP.

Any absences due to illness will be recorded in H& S folder (children and staff).

A child must NOT come to Playschool with temperature or an infectious disease.

Please consult your Doctor if you are unsure.

**Do not** bring your child to Playschool with:-

*chicken pox(until scabs dry)	*impetigo	* conjunctivitis
*German measles	*head lice	*measles
*a high temperature 38o OR ABOVE	*mumps	
*sickness and diarrhoea	<u>Whooping cough</u>	

We have an accident and incident book in which all significant accidents/incidents are recorded signed and witnessed by staff and parents.

Playschool will report to Ofsted any notifiable diseases (list at Playschool and in **Blue Infection control book** on SEN shelf in office).

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### NO SMOKING POLICY

There will be no smoking in or around Broadway+Towerview Playschool during sessions at any time. Staff who need to smoke must do so in their break and leave the Children Centre building at Towerview PS.

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Review DATE \_\_\_\_\_ signed.....

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