Risdon Park South Kindergarten

Medical Conditions and Medication Policy

POLICY STATEMENT

Risdon Park South Kindergarten is committed to:

- providing a safe and healthy environment for all children, educators and volunteers participating in the preschool program
- Responding to the needs of the child if the child has a medical condition, becomes ill or is injured
- Ensuring the safe and appropriate administration of first aid and medication in accordance with legislative requirements.

RATIONALE

Risdon Park South Kindergarten recognises that ill children are best cared for at home. This will also prevent the spread of infection.

Parents/ caregivers are asked to inform staff of the reason for your child’s absence as some conditions require notification to the wider preschool community. See Appendix 1 for exclusion periods

Children who are unwell in the morning should be kept at home, this should be an adult decision. If a child becomes ill during the day parents will be contacted and asked to collect their child.

Risdon Park South Kindergarten acknowledges that staff are not health care professionals and for this reason parents are encouraged to administer prescription medications where possible before and/or after their child attends.

SCOPE

This policy applies to all families, staff and volunteers who attend the Centre.

MEDICATION PLANS

If children require medication while at Kindergarten a Medication Authority Plan needs to be completed by a medical practitioner. This will ensure that staff are clear about the procedures to follow.

Staff cannot administer the first dose of a new medication to a child in case there is an allergic reaction.

Staff are not permitted to administer over the counter medications unless provided with the appropriate Medication Authority from a medical practitioner.

HEALTH CARE PLANS

We recognise that there are children that have ongoing health issues, (eg asthma, allergies or diabetes) and may require scheduled and unscheduled administration of medication at the Centre. In this case we require a Health Care Plan to ensure that these conditions are managed correctly. Children with significant health conditions will be unable to access the preschool program until the Health Care Plan is presented. A Health Care Plan and Medication Authority (where applicable) must be completed by a medical practitioner and be kept at the Centre.

Staff will discuss with parents strategies to minimise the impact of the condition on their child’s ability to
access the full preschool program. These may include—collaboration with cooking activities, special celebrations—providing an alternative treat where appropriate, accessing equipment or other outside services as required.

Staff will ensure all relief staff are aware of any child’s medical condition and medication requirements and location—Health Care Plans with photos of children are in the office for all staff to familiarise themselves with.

Copies of Health Care Plans for specific conditions and Medication Authority forms are available from staff.

PROCEDURE

- Medication must be handed to a staff member by the parent/guardian—unless other arrangements have been made.
- Medication must be in its original container and kept in accordance with the directions.
- Medication not requiring refrigeration will be kept in the kitchen cupboard marked accordingly.

MEDICATION LOG

- A medication log for the recording of all medication administered in accordance with the Medication Authority will be kept.
- Each child is to have their own Medication Log to ensure confidentiality.
- A staff member will complete the details and sign after administering medication—checked by another staff member.

PRESCRIBED MEDICATIONS

- Medication must be in its original container with the original pharmacy label intact.
- Medication must be before it’s expiry or use by date or it will not be administered and parents will be requested to obtain current medication.
- Will only be given to the child named on the label.
- Staff will administer the dosage in accordance with the label.
- The dose and time that the medication is required to be given will be recorded accurately and signed by the parent, unless part of a child’s regular Health Care Plan.
- The staff member who administers the medication will confirm all written details with another staff member and verify the child’s identity then write down the time and dosage and both staff will sign the medication log.
- Where a Health Care Plan exists parents will be notified of the time medication was administered.
- After taking the medication the child will be monitored by staff.
- Parents will be informed of any issues arising from the administration of medication, eg adverse reaction, incorrect time, dosage.
• Staff will not administer invasive medication such as nose, ear or eye drops or rectal medication. Any condition needing injections will not be administered with the exception of staff trained in the use of an epipen emergency treatment for anaphylaxis. Parents and SA Ambulance will be notified immediately.

• Preschool children will not be allowed to self-administer medication.

• All use of inhalers will be supervised by staff

ON ENROLMENT

• Parents will be provided with information about this policy
• Parents will be provided with Medication Authority and or Health Care Plan forms to be completed by their child’s treating medical practitioner
• Parents will be requested to inform staff if any health care issue arise during their child’s attendance at the centre.

This policy has been written with reference to:

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS 90-96
Staying Healthy in Childcare
You’ve Got What?
DECD Infection Control Procedures
First Aid Qualifications

The Risdon Park South Kindergarten Medical Conditions and Medication Policy will be evaluated each year. Policy issues will be discussed at Staff and Governing Council Meetings.

Endorsed by the Governing Council 8th September 2014

Signed [Signature]
Governing Council Chairperson

Signed [Signature]
Preschool Director

Review Dates:

September 2015   Governing Council Chairperson _______________ Director ___________ Date / / 
September 2016   Governing Council Chairperson _______________ Director ___________ Date / / 
September 2017   Governing Council Chairperson _______________ Director ___________ Date / / 
September 2018   Governing Council Chairperson _______________ Director ___________ Date / /
APPENDIX 1

INFECTION Diseases

The following information is supplied by the National Health and Medical Research Council re exclusion from Kindergarten of a child suffering with the following diseases/ailments.

Please inform staff if your child has any of the following:

<table>
<thead>
<tr>
<th>Condition</th>
<th>Exclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>Exclude until all blisters have dried – usually 5 days</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased</td>
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<tr>
<td>Diarrhoea</td>
<td>Exclude until no diarrhoea for 24 hours</td>
</tr>
<tr>
<td>Diptheria</td>
<td>Exclude until medical certificate of recovery is received following two least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later</td>
</tr>
<tr>
<td>Hand, foot and Mouth Disease</td>
<td>Exclude until all blisters have dried</td>
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<tr>
<td>HIB</td>
<td>Exclude until person has received appropriate antibiotic treatment for at least 4 days</td>
</tr>
<tr>
<td>Headlice</td>
<td>Exclude until appropriate treatment is commenced</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, but not until after 7 days of the onset of jaundice or illness</td>
</tr>
<tr>
<td>Herpes – cold sores</td>
<td>Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by a dressing</td>
</tr>
<tr>
<td>Influenza and flu like illnesses</td>
<td>Exclude until well</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least 4 days from onset of rash</td>
</tr>
<tr>
<td>Meningitis</td>
<td>Exclude until well and has received appropriate antibiotic treatment</td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Exclude until appropriate antibiotic treatment completed and until well</td>
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<tr>
<td>Mumps</td>
<td>Exclude for 9 days from onset of swelling</td>
</tr>
<tr>
<td>Ringworm, pediculosis(lice)</td>
<td>Exclude until the day after appropriate treatment has commenced</td>
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<tr>
<td>trachoma, scabies</td>
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<tr>
<td>Rubella</td>
<td>Exclude until fully recovered or for at least 4 days after the onset of the rash</td>
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<tr>
<td>Salmonella, shigella</td>
<td>Exclude until no diarrhoea for 24 hours</td>
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<tr>
<td>Streptococcal infection</td>
<td>Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well</td>
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<tr>
<td>Tuberculosis</td>
<td>Exclude until a medical certificate from an appropriate health authority has been received</td>
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<tr>
<td>Whooping Cough</td>
<td>Exclude the child for 5 days after starting antibiotic treatment or 21 days from the onset of the coughing</td>
</tr>
<tr>
<td>Worms (intestinal)</td>
<td>Exclude if diarrhoea is present</td>
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