

Administration of Medication Policy

Medication Policy

At Wynyard Tiny Tots, the health and well-being of your child are paramount. I am happy to administer non-prescribed medication such as cough mixture, Calpol, Nurofen, or teething gel, but this will only be done with a signed parental permission form.

Parental Consent

- A permission form must be completed and regularly reviewed to ensure accuracy and reflect any changes, such as new allergies or restrictions.
- Even if a signed form is on file, I will always contact you via telephone to confirm before administering any medication. This extra step ensures your child's safety and provides transparency.
- Please inform me of any medication your child has received before arriving in my care, including the name of the medication, the dosage, and the time it was given.

Storage and Expiry

- All medications provided will be stored securely and checked regularly to ensure they are within their expiry dates.
- If your child has self-held medication, such as an inhaler, I request an additional one to be kept at my home. This avoids situations where forgotten medication could lead to an emergency.

Special Medications

- For acute allergies requiring an EpiPen or similar medication, I may need additional training. Please discuss these needs with me in advance.
- If your child is prescribed medication by a doctor, an additional permission form will need to be signed.
- In some cases, children on antibiotics may be asked to remain at home for 2–3 days to monitor for adverse reactions and prevent the spread of infection.

Guidelines for Medications Provided

- All medication must be in its original packaging, with clear manufacturer's guidelines.
- Prescription medications must include the details provided by the prescribing doctor or pharmacy.
- Medications cannot be decanted into other containers.

Documentation

- I will document all medications administered, including the time and dosage, in a logbook.
- Parents will be required to review and sign the log at the end of each day.

If you have any questions or concerns about this policy or your child's specific medical needs, please do not hesitate to contact me. Together, we can ensure your child's health and safety at all times.