



## 1.11 Administering medicines to children policy

### Policy statement

It is not our policy to care for sick children, who should be at home until they are well enough to return to The Bumblebee Children's Charity. As children are accompanied by their parents it should be noted that the parent/carers are responsible for administering medicines to their children as part of maintaining their health and well-being or when they are recovering from an illness.

In many cases, it is possible for children's GP's to prescribe medicine that can be taken at home in the morning and evening. As far as possible, administering medicines will only be carried out where it would be detrimental to the child's health if not given whilst in the session at The Bumblebee Children's Charity. If a child has not had a medication before, especially a baby/child under two, it is advised that the parent keeps the child at home for the first 48 hours to ensure no adverse effect as well as to give time for the medication to take effect.

These procedures are written in line with current guidance in the [Early Years Foundation Stage \(EYFS\) Statutory Guidance 2024](#) and the manager is responsible for ensuring all staff understand and follow these procedures.

### Procedures

- Children taking prescribed medication must be well enough to attend.
- Only prescribed medication is administered. It must be in-date and prescribed for the current condition and administered by the parent/carer.
- Children's prescribed medicines are stored in their original containers and placed in the locked cabinet. Administration of the medicine to the child is the responsibility of the child's parent/carers.
- For some medical conditions staff will need to have training in a basic understanding of the condition as well as how the medication is to be administered correctly, but it should be noted that parents are in attendance and medicine is administered by the parent.

### Legal framework

- Medicines Act (1968)

### Further guidance

- [Early Years Foundation Stage \(EYFS\) Statutory Guidance 2024](#)
- [Supporting pupils at school with medical conditions 2017](#)

This Policy was adopted by The Bumblebee Children's Charity and will be reviewed yearly.

Date 17.01.24

Name of signatory Lindsay Warne

Role of signatory Charity Administrator

Signed on behalf of the Trustees