

Medication Policy

Name of Child Care Centre: Adventure Hours Nursery School

Date Policy Established: October 1992

Date Policy Updated: August 4, 2020

Due to the short time span of program sessions (2 ½ hours), staff **DO NOT** administer medication to any child, this includes but not limited to cough/cold medication or other prescribed/over the counter medication.

In the event of an emergency:

Asthma:

- Prior to attending the child care, the Supervisor/Designate will meet with the parent of a child to obtain information about any medical conditions
- Upon discovering the child has asthma, an Individualized Plan for a Child With Medical Needs and procedures will be developed (includes symptoms that are specific to the child and procedures to be followed)
- All individualized plans and procedures will be reviewed with the parent/guardian yearly or if new information/direction is required to ensure the information is current and up to date
- All staff, students and volunteers must read and sign off on all forms
- All Individualized Plans are posted in the child's designated classroom

The child's asthma medication must meet the following requirements:

- Clearly state child's full name
- Name of the drug/medication
- Dosage of drug/medication
- Instructions for the drug/medication
- Expiry date
- In original container

Each child's medication will be placed in a secure area which is not accessible to any child.

All Asthma medication will be administered by Registered Early Childhood Educators (RECE) only and must be authorized by written permission (Individualized Plan). Sign in forms will be available in the child's designated classroom. Staff will not administer this medication if it has not been signed in completely or correctly. Asthma medication must go home at the end of each day/session.

In case of an Emergency/Evacuation, all staff, students, volunteers are aware of the location of medication(s) and will be taken when exiting the building.

It is the responsibility of the parent/guardian to determine the child's health/condition prior to arrival time. It is also the responsibility of the parent/guardian to share pertinent information with staff which will be documented in Daily Written Record (DWR).

If the state of the child's respiratory/physical demeanour changes throughout the program session, the parent/guardian/emergency contact will be called immediately (as per written procedure found in Individualized Plan).