

EXPLORERS POLICY AND PROCEDURES

Name	Medication/medical treatment
No. of pages	1

Please could you complete and return the form 'Emergency Administration of Treatment/Medication so that Explorers have clear indications as to your wishes in an emergency.

In order for your child to receive prescribed medication (e.g. inhalers, epi-pens) and lotions (e.g. sun creams, nappy creams), whilst attending Explorers, you need to sign the relevant forms.

In cases of prescribed medication, a copy of the form 'Administering Medication(1)' needs to be signed and dated on every day the medication needs to be administered.

For asthma inhalers, sun creams, nappy creams, the form 'Administering Medication (1)' needs to be completed as required.

Staff cannot administer prescribed medication without parental written consent on the day the medicine is to be given.

In cases where occasional emergency medication, other than oral medication or asthma inhalers, may be required (such as epi-pen), the form 'Administering Medication(2)' needs to be completed by both parent and GP/Consultant.

Please bring prescribed medication only when your child attends Explorers and take them home again when the child leaves.

Exceptions to this include spare inhalers and epi-pens supplied by parents in case of emergency.

All medications/lotions must be clearly marked, in original containers, with the child's full name and prescribed dosage.

Any prescribed medications administered will be recorded by staff.

This policy was adopted at an Explorers committee meeting held on

Date: 15/07/2022

Approved by:

Kelly Groves – Chair Person

Anna Swinburn - Supervisor