



Chelmer Village Hall, Chelmer Village Square, Chelmsford, Essex CM2 6RF  
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Registered Charity No. 1054083

## **4.02 Administration of medicine**

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. Administering medicines will only be one where it would be detrimental to the child's health if not given in the setting, e.g. Asthma inhaler or EpiPen. If a child has not been given a prescription medicine before we advise parents to keep the child at home for the first 48 hours after any new medicines to ensure no adverse effect as we as to give time for the medication to take effect.

### **Staff taking medication**

Staff taking medication must inform their manager. The medication must be stored securely in staff lockers or a secure area away from the children. The manager must be made aware of any contra-indications for the medicine so that they can risk assess and take appropriate action as required.

### **Further guidance**

[Medication Administration Record](#) (Alliance Publication)