Temperature Management Policy.

**Aim:**

To manage high temperatures in children and to prevent complications from high temperatures.

**Procedure:**

If a child is suspected of being unwell and experiencing a temperature, staff will take the following steps:

1) Take the child’s temperature by placing a digital thermometer under the child’s arm until the thermometer has beeped to indicate it has completed.

2) If over 38 degrees Celsius (38C), the parent will be notified that their child has a temperature. The parent will be asked to collect their child and their approximate time of arrival.

3) Staff will attempt to reduce the temperature by removing the child’s outer clothing.

4) The child will be encouraged to drink water to prevent dehydration.

5) A staff member will remain with the child until collected by a parent / carer.

6) The parents will be given an illness form to sign when collecting the child.

7) Temperature will be monitored and readings documented on the illness report form.

If the parent is unable to collect their child within a reasonable time period (at the Directors discretion), the following steps will be taken:

1) The child’s temperature will be taken. If the child’s temperature is still above 38C, staff will check the child’s Paracetamol administration Authority on the enrolment form. This is to be completed on enrolment and updated every twelve months by the parent / carer.

2) Staff will inform the Director that the child’s parents may be delayed.

3) The parent will be phoned to give verbal authority to 2 staff members to administer Paracetamol to their child.

4) The parent of the child or their emergency contacts will be asked to collect the child as soon as possible.

5) Paracetamol will be administered only **once** and in accordance with the instructions on the bottle and the centre’s medication policy. The lesser dosage for the child’s age/weight will be given.

6) Two staff members are to co-sign the illness form when Paracetamol has been administered.

7) Paracetamol will not be administered to children under the age of six months. If no contact can be made for these children to be picked up within a reasonable time period, staff will call ‘000’ for emergency treatment.

8) Staff will monitor the child and conduct regular temperature checks (every 15 mins) until their parent arrives.

9) Parents will be given a medication form to sign when collecting the child that notifies the dose and time the Paracetamol was administered, as well a record of the regular temperature checks.

 The centre will only keep Paracetamol colourfree suspension regular strength (children 1-4 years) and Paracetamol colour free drops (1mths – 2 years) on the premises.

 Staff will check the expiry date of the centres supply of paracetamol every month. The dates will be noted in the office diary.

**Sources:**

1, 3, 40

Approved: 2000

Amended: June 2002

Amended: April 2005

Amended: May 2005

Amended: July 2007

Amended: May 2010

Amended: February 2014

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