**英　語**

**Cautions when Requesting Administration of Medication to the Nursery**

＊The information below includes very important items that need to be confirmed. We ask that you go through each item carefully. If you need any clarification, please do not hesitate to ask our nursery staff.

１. We basically ask parents/guardians to come to nursery and administer medication to their child in person.

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| When you consult your home doctor, please explain to him/her that your child attends nursery from 00:00 o’clock to 00:00 o’clock, and that as a general rule, medication cannot be administered by the nursery staff. In some cases, doctors may prescribe medication that needs to be administered just in the morning and at night, depending on the symptoms. We ask for your kind cooperation. |

However, if the parent/guardian, due to unavoidable reasons, is not able to administer the medication, the nursery staff may at times take the place of the parent/guardian and give the medication to the child, after discussions between the parent/guardian and the nursery. In such cases, fill in the required information in the Renrakuhyou (communication slip) and hand in the medication and the slip to the nursery.

（The administration of medication is, in principle, a medical practice. It is prohibited by laws such as the Pharmaceutical Affairs Act/ the Medical Practitioner’s Act for a third party other than the doctor, nurse or parent/guardian to administer medication.）

２. Medication that will be administered by the nursery will be limited to those that have been prescribed by the doctor who has diagnosed your child and dispensed by a pharmacist. The nursery will not administer any nonprescription medication bought at drug stores, etc. (including any herbal medicine or those which are considered to be folk remedies)

３. The nursery cannot administer any medication that has been brought to the nursery based on the individual judgment of the parent/guardian. For example, any medication that was prescribed when your child was diagnosed with a similar disease before, or any medication prescribed for anyone other than the child, such as siblings.

４. The nursery staff cannot administer medications to reduce fevers because they may cause strong shock symptoms. If these medications must be administered due to special circumstances, please submit documented instructions from the doctor to the nursery. When administering such medication, the nursery will contact the parent/guardian each time the drug is given to the child.

５. The nursery, as a general practice, cannot administer medication based on instructions such as “give this medicine if a child has a fever”, “give this medicine if a child starts coughing”, or “give this medicine if a stroke occurs”. When the symptom must be judged by the nursery staff, we will contact the parent/guardian each time.

６.As for administration of medication for treatment of chronic diseases (diseases that have prolonged courses such as bronchial asthma, epilepsy, diabetes, atopic dermatitis), it is stated in the Nursery Nursing Care Guideline (Notice from the Director of the Ministry of Health, Labour and Wealth) that nurseries are obliged to follow the instructions of the home doctor or the nursery doctor. When actually administrating medication to children, documented instructions from the doctor on the period and methods of administration and other informations shall be necessary.

Actual medication and procedures of treatment shall be confirmed periodically between the parent/guardian and the nursery.

７. Medication brought to Nursery

①Always attach a “Renrakuhyo”(communication slip) to the medications prescribed by the doctor.

If you have a “Yakuzai Jyouhou Teikyousho” (Information on Medication Administration), please attach a copy of it as well

②Medication to be administered should be separated into doses. Please only bring required dosages for the day（Nursery will administer medication only as instructed by doctor）

③Always write your child’s name on the medicine pouch or container.