

Tuesday 15 March 2016

Managing Medicines and Medical Conditions in School

Dear Parents and Carers,

Following the issue of updated guidance from the DFE we have revised our arrangements for managing medicines and supporting pupils with medical conditions to reflect the new recommendations.

A copy of the guidance is available on the school website and a link will be on Facebook and Twitter.

The DFE has instructed all schools to develop a "Supporting pupils with Medical Conditions at School" Policy which includes the administration of medicine and carrying out medical procedures.

Our Policy is available on the school website – hard copies are available on request.

The new guidance is very clear and school staff are not allowed to administer any non-prescription medication such as Calpol or Paracetamol. Calpol or paracetamol can be prescribed by a GP.

The new guidance is very clear that all medication we administer must be prescribed and must be in the original packaging clearly showing child's name, the medication name, dosage and frequency, storage and expiry. If in non-liquid form the amount must also be noted. i.e number of tablets, size of tube of cream etc.

Also parents and Carers now have to complete and sign a Medication Administration form giving consent for us to administer prescription medication at school.

Any pupils requiring any medical interventions e.g. stoma /catheter care during the school day, school staff must be observed and signed off as competent by a trained medical professional e.g. School Nurse / Catheter Nurse / Epilepsy Nurse, etc. prior to administering the intervention.

Copies of DFE Guidance, the school policy and all the necessary forms are all available on the school website.

If you have any queries or questions or would like hard copies of any of the documents above please feel free to contact school.

Thank you in advance for your support

Kindest regards,

Mr Kieran Welsh
Headteacher