

St. Bernard's Extra

"Before & After" School Club

Victoria Park Avenue, Lea, Preston. PR2 1RP



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Ofsted 119449

MEDICATION POLICY

Medication will only be administered in exceptional circumstances, in accordance with following guidelines:

Parents' written permission must be left

If possible the parent will administer the medication, however if this is not possible, the medication must be clearly labelled with the child's name and any dosage instructions.

Over the Counter & prescribed medication will be administered

If any medication is given, a note will be made of the child's name, date and time and the dosage given. This will be signed by the person administering the medication.

It is the parent's responsibility to collect prescribed medicines at the end of the day. It will not be handed to the child.