

## **Medication in School – Guidelines for Parents/Carers.**

Parents/Carers have responsibility for ensuring that all relevant information pertaining to their child's health needs, including any changes to their condition or medication, is given to the head teacher, or a designated person, at the earliest opportunity. Parents/carers must ensure that the school supply of medication is replenished as required. They must collect out of date medication and ensure that it is disposed of correctly and collect all medication from the school at the end of the academic year.

**If a child has a condition which requires medication or treatment, including any allergic reaction, it is the responsibility of the parent to supply this.**

Where pupils require regular medication to be administered or self-administered during the school day, parents/carers should complete the relevant request form available from the school. You must include written guidance from a medical professional (your GP or Specialist). The written guidance on the medication will generally be sufficient.

Some pupils carry inhalers for asthma and related illness, which they self-administer at school. It is necessary that parents of pupils who carry their own medication complete the appropriate form so that an up-to-date record is held for each child carrying medication to school. **Parents/Carers of pupils who carry their own medication must ensure that the school is supplied with a separate supply, should the pupil misplace their own.**

If a pupil suffers from a chronic illness requiring long term medication or where medication may be required in an emergency situation, parents must contact the Head Teacher to discuss the situation. Separate guidance detailing arrangements for dealing with a medical condition requiring essential or emergency treatment has been prepared and will be made available to parents, if required.