



**Policy for
supporting
pupils with
medication
needs**

Longstone Primary School

October 2016





Longstone Primary School Policy for supporting pupils with medication needs

The staff of our school will act on guidance and advice from professionals and parents about on-going medication for pupils' conditions eg. Asthma, anaphylaxis, diabetes, ADHD etc. Children requiring medication on a daily basis will have their own Medication Record which will be signed daily.

Administration of Medication

Parents can request staff to administer medicine either by returning the school's Medication Request Slips or by emailing the relevant information to the school. Slips will be available on the school's website and in school as paper copies. Staff will complete and send home a Medication Slip to record the medication given, including the dosage and time. All medications will be stored in the staff room until required. Epipens and inhalers will be stored along with care plans in pupils' individual packs in the staffroom. These will accompany children on all occasions when the children leave school.

Anaphylaxis

If a child at the school suffers from allergies requiring Epipens, all staff will receive annual training in the management of anaphylaxis.

Children who take ill during the school day:

Parents will be contacted and children will go home if possible. If parents cannot be contacted children will be cared for until they can go home.

MEDICATION REQUEST SLIP

Name of child: _____
Name of medication: _____
Dosage: _____
Time due: _____
Date of commencement: _____
End Date: _____



I give permission for a member of the school staff to administer the above medication.

Signed (Parent / Guardian): _____
Date: _____

MEDICATION REQUEST SLIP

Name of child: _____
Name of medication: _____
Dosage: _____
Time due: _____
Date of commencement: _____
End Date: _____



I give permission for a member of the school staff to administer the above medication.

Signed (Parent / Guardian): _____
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