



## SCHOOL MEDICATION POLICY

Dear Parent/Guardian,

Legally schools are not compelled to administer medication to children, because of the risks involved and possible legal consequences. However, it is the school policy, wherever possible, to assist children and parents by administering medicines in school time if they are prescribed medicines.

The school does impose certain conditions before it will administer medicine to the children in its care.

1. Parents must ensure that all medicines are clearly labelled with the name of the child, the dosage and the times that the medicine should be administered. Non-prescription medicine containing paracetamol must be in single dose format (e.g. sachets).
2. Parents must hand the medicine directly to the teacher or Headteacher or some other adult on the staff of the school.
3. Parents must fill in and return the consent form below, giving permission for the medicine to be administered at the school.

Yours sincerely

Mrs A Littlehailes  
Headteacher.

X.....

### Medication Consent Form

I request that my  
child.....Year.....

Be given the following  
medication:.....

Dosage and times to be administered.....

Signed.....Parent/Guardian Date.....