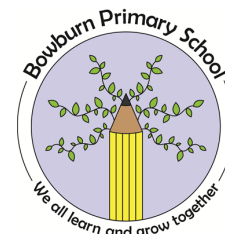


If you are wanting more information about your child having medication in school please contact the school office on 0191 3770497 or email bowburnprimary@durhamlearning.net

A copy of the schools medication policy and procedure is also available on the school website www.bowburnprimary.durham.sch.uk

Bowburn Primary School
Surtees Avenue/Wylam Street

Bowburn DH6 5DZ tel: 0191 3770497



Bowburn Primary School

**A guide for parents/carers
when children need to take
medication while at school.**



At Bowburn Primary School we wish to ensure that pupils with medication needs receive appropriate care and support at school.

For this to be done however, proper and clearly understood arrangements for administration of medicines must be made.

The school also needs maximum support and assistance from parents/carers in helping the school to accommodate pupils with medication needs.

The following information is for parents/carers to follow when they are requesting medication to be given in school.

Medication will only be given to a child when prescribed by a Doctor, Dentist, Nurse or Pharmacist.

Non prescribed medication is generally not allowed in school.

Medication prescribed 3 times a day: we ask for this to be given before school, after school and at bed time.if at all possible

Parents Responsibilities

- A care plan/consent form needs to be completed on the first day the medication is given.
- Parent contact details are up to date in case of an emergency.
- Medication needs to be brought and collected from school by a responsible adult.
- Medication needs to be brought into school in the original packaging with clear instructions on the label and details of the child—full name, DOB., dosage
- It is the parent's responsibility to dispose of any un-used/out of date medication.
- To inform school of any changes to the medication, dosage, times etc.

Schools Responsibilities

- A designated person who is responsible for receiving the medication - Mrs Johnston— Junior building, Mrs Simpson—Infant Building .
- Clear and precise records to be kept when giving medication.
- School will respect confidentiality and privacy when giving the medication to the children.
- Medication will be stored in a safe, hygienic, locked medication cupboard or a medical fridge.
- Feedback will be given to parents if there are any issues when giving medication or reactions afterwards.

There is no legal or contractual duty on school staff to administer medicine or to supervise a pupil taking it.

This is a purely voluntary role and is recognised as such by the DfE. While teachers have a general legal duty of care to their pupils, this does not extend to a requirement to routinely administer medicines.