



## **Management of Medicines**

Reviewed by SMT – October 2017

Parents are responsible for their child's medication and children who are genuinely unwell should not attend school. The school will then decide whether or not the school can assist a pupil who needs medication during the school day.

Many pupils with long-term medical conditions will not require medication during school hours. Those that do may be able to administer it themselves.

Where this is not feasible, the following procedure is recommended.

- a) The smallest possible dose should be brought into school, preferably by the parent, labelled with the name of the pupil in addition to clear written instructions for administration - including any possible side effects. It is not safe practice for staff managing medicines to follow relabelled/re-



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cupboard or a labelled airtight box in a refrigerator with restricted access.

Some medicines, such as asthma inhalers and EpiPens, must be readily available to students and must not be locked away. Students who are capable of carrying their own inhalers should be allowed to do so, following consultation between parents and the school. In some





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Dose given

Name of member of staff

Staff initials


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