

Dear Parents/Carers

Administration of Medication in School

In line with our school policy only medication prescribed by a doctor or dispensing pharmacist will be administered in school. Where possible we would ask parents to make arrangements for children to take this medication outside of school time.

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

In addition the school should be aware if a pupil suffers from a chronic illness requiring long term medication or where medication may be required in an emergency situation. If this information is not known by the school or you wish to update the records please contact myself, Miss Crawford or the school office to discuss the situation.

Asthma Inhalers

Some pupils carry and use inhalers for asthma and related illnesses, which they self-administer (they must know how to use the inhaler independently) at school. If your child requires an inhaler in school please can you make sure that **the staff are aware by completing the form at the bottom of this letter**. It is also your responsibility to make sure the inhaler **is in school and in date**. If your child (Particularly younger pupils) needs support to administer the inhaler please contact the school office.

Thank you for your support in this matter.

N C Bridges

Asthma Inhalers

My Child _____ Class _____

has been prescribed an inhaler by a doctor and can use it independently

They will bring one to school when required ☐

They will keep one in school at all times ☐

Parent's Name _____

Signed _____