

# **MEDICINE IN SCHOOL POLICY**



**2024**

In general terms, children who are unwell should not be sent to school. Parents are responsible for the administration of medicines to their children. If children require medication in the middle of the day they should either return home for this or parents may come to school to administer it.

The following guidelines are in line with recommendations of DMBC.

### **PRESCRIPTION ONLY MEDICINE**

Staff will administer a prescription only antibiotic where a pupil needs to complete the course of medicine in order for it to be fully effective and where this cannot be done outside of the school day.

In the case of a pupil taking an antibiotic where the course of medicine must be completed medicines that are to be taken 3 times during the day can be administered outside of school hours and so will not be administered at school.

A member of school staff will only administer the antibiotic where the administration instructions require that the medicine is taken 4 times during the day, provided that the following apply:

- the medicine must be a prescribed medicine and in its original container as dispensed by the pharmacist. It must be clearly labelled with the child's name and instructions for administration.
- all medicine will be kept at the school office so that it is out of reach of all children. The medicine must be delivered to and collected from the office by an adult. Pupils must not be given medicines to bring to school and will not be handed them at the end of the school day unless accompanied by an adult.
- a form must be signed by the parent of the child giving permission for a member of staff to administer the medicine. A relative or childminder cannot sign the form. The form can be obtained from the school office and is also available on the school website.

### **ANALGESICS AND OVER THE COUNTER MEDICINES**

Staff must not administer any analgesics under any circumstances or over the counter remedies. If parents wish these to be administered they must arrange to administer themselves at school.

### **TOPICAL CREAMS AND OINTMENTS**

Staff will supervise whilst children administer these themselves.

### **ASTHMA INHALERS**

This guidance does not apply to asthma inhalers which are normally kept in the child's classroom and self-administered by the pupils, except in the case of younger pupils who may need assistance. Pupils must carry inhalers with them when on out of school day and residential visits, local walks and when taking part in sports activities on and off-site. School has emergency reliever inhalers available.

### **MANAGING SERIOUS OR LONG-TERM MEDICAL CONDITIONS**

A Health Care Plan will be put in place for all children requiring additional safety measures or supportive mechanisms during the school day that if not met may put themselves or other children at risk, constituting physical, emotional and psychological need.

Care Plans will be bespoke to that child, drawing upon the expertise of specialist medical professionals. Advice will be sought from medical professionals including GP, School Nurse, Specialist Nurses and CAMHS. Staff will be trained as advise by medical professionals and treatment/interventions/administration of medicines and procedures recorded and monitored. School staff will seek further advice if a pupil's condition changes or if procedures in the Care Plan are not effective in managing the condition in school.