



Illness/Emergencies

Students should not be sent into school if they are infectious to others for example: vomiting, diarrhoea or flu.

Students feeling ill should report to the Medical Room to be assessed. In cases where it is deemed they are not fit enough to be in school arrangements will be made with priority contacts. Students should not contact home themselves.

In the case of an emergency where an ambulance has been called a member of staff will remain with the student until a priority contact arrives.



Out of school activities

A **Medical Form for School Visits** should be completed when the student first joins the school. This should be updated should the student's medical needs change as this information will be taken on each trip or visit.

The School will always consider what reasonable adjustments can be made to enable children with medical needs to participate fully and safely in out of school activities.

If you have any specific questions regarding medication for your child or their medical condition you can contact The School Nurse at Staveley Health Clinic on

Tel: 01246 733262

A full copy of the Netherthorpe School Drugs, Alcohol and Tobacco Policy is available on the school website. The following forms are also available:

- **General Care Plan**
- **Medical Form for School Visits**

January 2018

NETHERTHORPE SCHOOL

Medicine Matters

Information for Parents about the Administration of Medicines in School



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Medicinal Needs

Many children will need to take medication during the day at some time during their journey through school. To allow children to do this minimises the time they need to be absent.

In some cases it is essential for students to have access to medication during the school day.

Children have a right to an education and should not be excluded purely as a result of requiring medication.

However it is important that medication in school is carefully managed. It is also important to note that there is no duty on school to administer medication. Participation in the administration of medicines in school is on a voluntary basis.



Is Medication Necessary at School

Medication should be sent to school only if it is absolutely necessary.

To avoid unnecessary taking of medicines at school parents should:

- ⇒ Be aware that a three times daily dosage can usually be spaced evenly throughout the day and does not necessarily have to be taken at lunchtime. Medicine could be taken in the morning, after school and at bedtime
- ⇒ Ask the family doctor if it is possible to adjust the medication to avoid school time doses.



Administration of Medicines

There are three possible situations which apply to the administration of medicines. In all cases the appropriate consent forms must have been completed:

Student Self Administration

The school would want to support and encourage children who are able, to take responsibility to manage their own medicines.

Student is Supervised during Self Administration

Medication will be taken in the Medical Room. A member of staff, usually the Primary First Aider, will record that the medication was taken.

Medication Administered to the Student

This will usually be the Primary First Aider. Any member of staff administering medication will receive the appropriate training.



Medicines in School

All medication must be handed into the Medical Room at the **start of the school day** along with a copy of the General Care Plan, unless parents have signed the General Care Plan to indicate their child will be self medicating.

All medicines must be in their original container so that the expiry date and information regarding dosage can be seen.

Medication WILL NOT be issued if it is not in the original container or without the General Care Plan.



Prescribed Medication

Medicines should only be brought into school when essential; that is where it would be detrimental to a child's health if the medicine were not administered during the school day.

Medicines **must** be provided in the original named container as dispensed by pharmacist and include the prescriber's instructions for administration. Where a child needs two or more prescribed medicines they must be in separate named containers.

Parents must complete a **General Care Plan**, these forms are available from the main reception or can be downloaded from the school website.



Non Prescription Medication

Medicines **must** be provided in the original container showing dosage rates and expiry date. They must be accompanied by a completed General Care Plan.



Emergency Medication

Students using inhalers are expected to have them at all times, and have a spare in school which should be held at the Medical Room.

Students with an Epipen are expected to carry it all times. A spare should be held at the Medical Room.



Individual Health Care Plan

Required only for students with specific medical needs requiring specialised or emergency medication or those prescribed a Controlled Drug.



Storage of Medication

All medication brought into school is securely stored according to the manufacturers instructions and medical guidelines.

Only students above the age of 16 are allowed to carry their own medication, and only when the appropriate section has been completed on the General Care Plan.



Disposal of Medication

It is parents responsibility to ensure that medication has not reached the expiry date.

Expired medication will be taken to a local pharmacy for safe disposal or disposed of in a 'sharps bin'