

Billinge Chapel End Primary School



Medication policy (2015-2018)

Billinge Chapel End Primary School endeavours to ensure the health and wellbeing of all members of its community. It is recognised that there are times when medications will need to be administered during the school day to children in response to our duty of care and the health and wellbeing of the child

We are committed to the training and development of all staff and responds effectively to the First Aid requirements.

Billinge Chapel End Primary School follows the guidance stipulated by the LA and has put into place the following procedures:-

- The administration of medication is the responsibility of the qualified first aiders and the Headteacher.
- All medication is kept in the locked medicines cabinet located in the medical room.
- Medication will be administered and a signed and dated record will be kept.
- Only prescribed medications will be administered and only if the requirement is 'four times daily'. If the medication is required three times a day, it is reasonable that parents are able to do this at home. (see exceptions)
- Parents requesting medication administration for a child must complete and sign an 'Administration of prescribed medicines' form available from the school office. It is also good practice for the parent or carer to discuss the implications and arrangements with the child's classteacher prior to the first administration of medication.

- Parents are made aware that the school acts in loco parentis and will accept no legal responsibility in relation to the above procedures.
- School will remain in close liaison with parents.
- Any deviation from the procedures from either parents or school will be investigated thoroughly and appropriate action taken.
- Children suffering from asthma should bring their inhalers into school. Inhalers will be kept in the classroom room administered at the appropriate times. It is parents' responsibility to ensure that inhalers are replenished in good time.
- Children taking part in swimming lessons must take their inhalers to the pool.
- In the summer months, children are encouraged to use sun-cream as a source of protection. Children will administer cream themselves under the supervision of any member of staff
- Following a bout of sickness or diarrhoea children should refrain from coming to school for 48 hours (as recommended by Public Health England 2014)

Exceptions to the 'prescribed medicines only' policy.

Children in Year 6 have the opportunity to participate in a residential during each summer term.(PGL-Boreatton Park). School provides a community bottle of 'Calpol' and 'Piriton' to take on the trip. Parents may, if they wish, provide permission for their child to be given 'Calpol' for minor ailments or Piriton' for allergies whilst on the trip. Trained First Aiders will be present to administer the medication.

Monitoring and Evaluation

School will monitor this policy on an annual basis and respond to any changes in legislation or requirements.

Date Agreed 12th November 2015
November 2018