

Dear Parent/Carer

## **Medical Information /Administration of Medicines in School**

### **Asthma Students**

Students who have asthma and use an inhaler may bring in a spare to store in the school first aid room. This must be accompanied by a medical permission form 3a. We have enclosed a copy of this form for your use if required. Further copies can be obtained from our school website or from our school reception.

The school has five emergency asthma inhalers at different locations around the school. In an emergency situation a member of staff would be able to assist the student in using the inhaler. If you do not wish for your child to use the school inhaler during an emergency, then please state this on the form provided or contact the school directly.

We would like to remind parents that the school is only able to administer PRESCRIPTION medicines. Any prescription medicine to be administered during the school day must be supplied to us in the original pharmacists packaging and be accompanied by a medical permission form 3a. We have enclosed a copy of this form for your use if required. Further copies can be obtained from our school website or from our school reception.

Should you send any medication into school, this must be handed in to reception at the start of the school day. All medicines are then kept in a secure place, in a lockable cupboard within our First Aid room. Students should then come to the First Aid room at the appropriate time for this to be administered. If the medication is required on a long-term basis, please make a note of the expiry date and ensure they are replaced in good time. This is a parental responsibility.

Any changes in the dosage and/or time of administration should be accompanied by a new permission form.

**We would also like to remind parents that the only medication that children are allowed to carry with them in school are Asthma Inhalers and Epi-Pens. They should not carry any other medication with them whilst in school. This includes Paracetamol and Ibuprofen.**

If your child feels unwell during the school day they can visit the First Aid room and if we feel you're your child is too unwell to remain in school or hospital treatment is necessary, contact will be made with parents/carers. Paracetamol is available at school if students are unwell. A call home to gain consent would be made and parents would then receive a text message from first aid detailing the time and dose given. Please note only one dose will be given in school which is one 500mg tablet for students age 11-15 years and two 500mg tablets for age 16+.

Please ensure that all your emergency contact numbers are up to date.

If your child is unwell at the beginning of the day you should consult your own G.P for advice. We have registered First Aiders who will deal with emergencies and can give basic first aid.

The school also has a local authority nurse who provides a confidential drop-in service for students during lunchtimes on Mondays and Wednesdays.

Your sincerely

Mrs S McNeil

Welfare Assistant