

## **Aston Comprehensive School Policy on Medicines in School**

### **Aim**

To establish a framework for the safe administration of medicines in school.

### **Overall considerations :**

The administration of medicine is the responsibility of parents and carers. In cases where the administration of medicines is routine and straightforward and where the parent asks the school to act in loco parentis the following preconditions will apply:

1. The school must be informed if a child brings any medication into school.
2. Parents must complete a form of consent for the administration of medicines/treatment with the school matron.
3. Only medicines and treatments prescribed by a doctor and accompanied by a written instruction from the parent/carer or doctor will be accepted.
4. The instruction, which can be made on the school's consent form, should specify the medication involved, circumstances under which it should be administered, frequency and level of dosage.
5. The school will encourage children to take responsibility for their own medical care, where appropriate, under the supervision of either the school matron, administration staff or an appropriate teaching assistant. This may cover the self-administration of medicines, using an inhaler or giving their own injection.
6. Teachers will not be required to administer medicines.

### **General principles :**

- Children suffering from short-term ailments, who are clearly unwell, should not be in school and we reserve the right to ask parents to keep them at home, in their own best interests and that of other students and staff.
- Should a child fall ill whilst at school, parents or carers will be contacted and asked to take them home.
- Children with chronic illness or disability, who need to take prescribed medicines during school hours, will be supported in this to lead a safe and happy life whilst at school.
- The adults have a general duty of care towards our students. To enable staff to react promptly and reasonably if a child is suddenly taken ill the governing body has adopted the guidelines and procedures recommended by the DCSF. The website link to the guidance can be found on our school website

### **Review:**

This policy and the associated guidance will be reviewed annually or as necessary.

**[Managing Medicines in Schools and Early Years Settings](#)**