



Medicines Policy

Mission Statement



St. Peter's Catholic School Mission is that pupils, parents staff, governors and parish build together a learning community which develops love, concern for each other and forgiveness, by living out the Gospel.

This means our school will be a place which:

- ☺ *To foster knowledge and understanding of the Gospel values and growing in God's love.*
- ☺ *To ensure we care for and respect others, develop an understanding of the world and contribute to society as responsible citizens.*
- ☺ *To promote independence and excellence.*
- ☺ *To encourage us to use our gifts and talents for self-fulfilment and the good of all.*
- ☺ *To appreciate that we are all uniquely created and loved by God.*
- ☺ *To put our trust in God through prayer.*

The Voluntary Administration of Medicines Policy

The school follows the guidelines on the voluntary administration of medicines as set out in the Department for Education dated April 2014.

- Everyday medicines should be given by parents or legal guardians prior to the child's arrival at school.
- Prescribed medication for specific diagnosed medical conditions, and which **has** to be administered during the school day, is the only type of medication which can be administered at school.
- Staff who agree to administer medicines do so on an entirely voluntary basis and cannot be held responsible for loss, damage or mishap to or with the medicines..
- **No medicine will be administered by staff unless clear written instructions have been given by parents or legal guardians and the school has indicated it is able to do so.**
- Parents or legal guardians must take responsibility to update the school of any changes in administration and maintain an in-date supply of the medication.
- The School will only accept prescribed medicines that are in-date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage.
- Emergency medication will follow the child at all times eg to the playground, swimming, external visits, etc.
- Children may carry their own emergency treatment with them, but if this is not appropriate, the medication will be kept in a box and the teacher in charge/LSA will transport it to the various out of class activities.
- Inhalers carried by the child should be either in an appropriate bag or pocket and be clearly labeled with the child's name and dose.
- Children should know where their medicines are at all times and these should be readily available.
- Medicines will normally be administered at lunchtime by the Headteacher or other designated adult. If children are on a trip, medicines will be administered by the teacher in charge/LSA.
- A number of staff are trained to administer adrenaline injections in response to severe allergic reactions.
- A number of staff have been trained in the administration of other emergency treatments, specifically Buccal Midazolam .
- The Medical Alert Handbook and care plans for children with medical needs are kept in each class for access by teaching and supply staff and are also in the staffroom. All staff are made aware of any changes to or new medical conditions.
- A record of children with asthma is kept in the school office and parents are asked to complete asthma cards which are kept in each class.

PLEASE NOTE: Medication such as 'Strepsils' are classed as drugs and should only be brought to school if they have been prescribed by the Pharmacist and the appropriate form is completed and handed to the office staff.

The "Administration of Medicines" forms for parents to complete are obtainable at the office.

St.Peter's Governing Body will review this policy every three years.

Date: October 2018

Review Date: October 2021

Chair of Governors: Mr Gerry Franklin