



Executive Head Teacher: Mrs L Vollans

Head of School: Mrs S Rand

Assistant Head: Mrs D Barclay

Dear Parent/Carer

Administration of Non-Prescribed Medication during school time

From time to time your child/ren may become unwell during the school day with minor ailments such as a headache, toothache, stomach ache etc. In line with our Administration of Medicine Policy, and with your written permission, we have trained staff who are able to administer non-prescribed medicine such as Calpol, Ibuprofen, Paracetamol and anti-histamine.

We will not contact you initially to administer the medication, however, if your child has been given medicine before school we request that you contact school and let us know. If your child continues to feel unwell we will contact you to come and collect your child.

If your child has been given medication during the school day, a slip will be sent home with them detailing the medication given, time administered etc.

If you do not wish to sign the consent form for school to administer medication and your child feels unwell we will call you to either come and collect them or bring the appropriate medication.

Please complete and sign the below form and return to school as soon as possible.

With Thanks

Mrs S Rand

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**Administration of Non-Prescribed Medication**

Child's Name: \_\_\_\_\_

I do give permission for my child to be given non-prescribed medication by Evenwood C of E School staff in the event of a minor ailment.

or

I do not give permission for my child to be given non-prescribed medication.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



Making a difference where you live

