

Parent/Carer responsibilities:

Parents and carers have prime responsibility for their child's health and should:

- Keep their child at home if he/she is unwell
- Inform the school of any relevant medical information about their child's health and care needs.
- Inform school of any changes to the administration of their child's medicine, in writing.
- Be involved with health professionals and the school in drawing up of any Health Care Plan that may be needed for their child.
- Provide up-to-date emergency contact details and be contactable at all times.
- Work with school to establish agreed health care procedures.
- Ensure provision of agreed medical resources specific to their child.
- If their child is absent from school for medical reasons, be involved with school/ other education provider and health professionals to enable continuity of education during the period of absence and to draw up reintegration plans.
- Provide written consent for any health care procedures that, following consultation with parents/carers the school has agreed to undertake

The Dales School

Information for Parents on the Administering of Medicines at The Dales School



The Dales School
North Yorkshire

The Dales School

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Medicine should only be taken to school when essential; that is where it would be detrimental to a child's health if the medicine were not administered during the school day.

The only medicines that can be administered at school are:

- Medicines prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber (prescription medicines).
- Non-prescription medicines included in a child or young person's Health Care Plan and agreed by a health professional or a formal parental agreement has been set up and signed to cover incidents such as period pains.
- Medicines that staff are insured to administer.

A request to Administer Medicines Form must be completed before any medicines can be administered within school.



All medicines should be provided in their original container and labeled as dispensed by a pharmacist and include prescribers instructions for administration/dosage and include:

- Dosage & frequency
 - Show full name of medicine
 - Name of child
 - Duration of course of treatment (if applicable) - wherever possible please consult GP to see if it is essential that doses should be taken at school, for example if medication is to be taken three times a day, it may be satisfactory to give it before school, after school and before bed.
 - Date prescribed and expiry date
 - Specific directions for the administration
- Any medicines that are unused, expired or no longer clearly labeled will be returned to parents/carers for safe disposal

All medication will be sent home at the end of every half term

Home and school must inform transport if a pupil is carrying medication.

A child under 16 should never be given aspirin or medicines containing ibuprofen unless prescribed by a doctor.



Off-site visits/residential

Before any off-site visit or residential trip, staff will carry out a risk assessment and make arrangements for the administration, storage and transportation of medication. If you have any concerns regarding any trip, please do not hesitate to contact a member of staff to discuss your concerns

Respite over night stays

Any medication which is being sent with a child to school for use at respite, must be in a bag locked with a combination lock (not one that can be opened with a key). The combination should only be known by home and the respite centre.

Self-administration of drugs

Students can self-administer medication under staff supervision, if it is felt appropriate and agreement is given between school and parents.

Under no circumstances should any student keep any medication on their person