

Stockingford Junior School



...to be the best...

Administration of Medicines Policy at Stockingford Junior School November 2010

1 Introduction

- 1.1 At Stockingford Junior School, our policy on medicines is provided for pupils in a variety of ways. **It is the school's responsibility to ensure as far as is possible that children are not discriminated against when medication is required and they are able to attend school (SEN Disability Act (2001) and the Disability Rights Commission Code of Practice for School (2002))**

2 School Procedure

- 2.1 Illness during the school day - If a child becomes ill during a school day, their illness will be assessed and monitored by the class teacher supported by assistants. If no noticeable improvement is made, the school office is informed and illness recorded. The office will then try to contact the child's parents or other contacts. If successful the child may be collected. If unable to contact anyone from the contact form the child will remain in school.
- 2.2 Seriously unwell or injury - In a case of serious injuries parents/carers are notified immediately (if contactable) and any other relevant services contacted.

3 Parent Responsibilities

- 3.1 Parents at Stockingford Junior School are informed of our school practice, concerning illness, that when a child becomes unwell they need to be collected as soon as possible. Therefore, parents are expected to provide their child's home telephone numbers; parents work numbers and any other emergency contact such as those of relatives or childminders. These numbers are regularly updated.

4 Administrations of Medicines

- 4.1 Parental administration - If no agreement is in place for **Section 5 – Specific Medical Requirements** or **Self Medication in School** then parents remain responsible for the administration of their child's medicines. Disruption to Schooling and learning should be minimised. In exceptional cases a child can self administer. In which case a **Self Medication in School** form must be completed by the parent.

5 Specific Medical Requirements and Medication in School

- 5.1 Asthma is a physical condition that affects many children at Stockingford Junior School; pupils are encouraged to be responsible for their own inhalers. These drugs are self-administered by the child concerned.



Stockingford Junior School



...to be the best...

Administration of Medicines Policy at Stockingford Junior School November 2010

- 5.2 Anaphylaxis or anaphylactoid reactions – School Staff are advised of pupils who suffer from severe allergic reactions to food products e.g. nuts, fish, cow's milk and eggs. If a pupil appears to demonstrate symptoms like burning, irritation or itching in the lips, mouth or throat then emergency services are contacted immediately along with parents. The administration of appropriate medicines (prescribed by a doctor and in the child's possession) to a child suffering from anaphylactic shock will be given by school staff who have been trained to do so. Where such medicines are brought into school they will be kept by the class teacher for speediness.
- 5.3 Other specific medical conditions - Through close liaison with parents, medical advisors and staff at Stockingford Junior School, provision for other medical conditions will be established so that disruption to Schooling and learning is minimised. **Section 5 – Specific Medical Requirements and a Medication in School form must be completed and agreed to by the Head Teacher before medication can begin.**

Approved Head Teacher:	
Approved Chair of Governors:	
Date:	5 November 2010
Policy Issue No:	1