

Ysgol Hen Heol / Old Road Primary School

Administering of Medicines and Drugs

Introduction

Teachers' conditions of employment do not include giving medication or supervising a child taking it. However, the school is aware of the impact that some long term medical needs may have on a child's education.

Everyday guidance

Medication will only be administered in school as follows:

- NO antibiotics or 'over the counter' medicines will be administered by school staff and none of these medicines are allowed to be kept on the school premises for use by children.
- If parents feel that their children are well enough to be in school while taking a course of antibiotics, any lunchtime dose must be administered by the parent themselves.
- Asthma pumps will be kept in the main office and pupil usage logged. A parental consent form will be required.
- Life saving/essential drugs (e.g. insulin or Ritalin) may be administered in school under certain circumstances. **Each case will be considered individually.**
- If it is agreed that these drugs will be administered they will only be kept under lock and key in the office. They may only be administered by senior staff i.e. the Headteacher, Assistant headteacher or member of the SLT with their full agreement. This will only be done after a written agreement is entered into between the parent and the school.

Long term medical needs

The school will make every effort to ensure that all children with long term medical needs have these needs met at school. As such, the school will work with parents and appropriate professionals to ensure that we have sufficient information to manage a child with long term medical needs. In some cases a particular member of staff may take charge of the child's need. For example blood sugar level testing for a diabetic pupil.

For certain pupils with long term medical needs, it may be necessary to draw up a health care plan involving parents, school and the designated school doctor. This will be done at the earliest possible occasion to ensure that the child is fully protected in school.

This policy should be read in conjunction with all other relevant information from the LEA including the file entitled, Supporting Pupils with Medical Needs in Carmarthenshire. It will be reviewed in the Autumn Term 2013.

If any parent wishes to discuss their child's medical needs or see the full Policy/file please make an appointment to see the Headteacher.

SIGNED:

Chair of Governors

Date:

Headteacher

Date: