



# Managing Medicines in School

## Summary Statement

- Unless children are acutely ill, they should attend school
- All medication (except inhalers and certain creams) should be handed in to the office and a parental declaration completed and signed
- All medicines must be kept in their original package and clearly labelled
- Medicines will be locked away either in a fridge or a cupboard as required
- School will administer any prescribed medicine but where dosages can be administered at home then they should be
- All inhalers and certain creams will be handed to classroom teachers and stored in an allocated classroom bag which accompanies children around school and on trips
- At the end of a course of treatment, all remaining medication must be removed by parents from school and disposed of accordingly
- School will hold a supply of Calpol and will only administer if parental permission is received.