



Oakwood Infant and Nursery School

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Dear Parents and Carers,

I trust this letter finds you well.

I would like to clarify the situation around prescribed and over the counter medications for children.

Prescribed Medications:

These must be brought to school in the packaging the dispensing chemist administered them in. The label should clearly show

- Name
- Date dispensed
- Dosage and how often
- Strength
- Form- for example- liquid/tablet/lotion
- Pharmacy name and contact details

This is for ALL prescribed medication, both long term and short term, where parents would like the assistance of school to administer.

All medicines must be brought to the main reception office and be handed in to the administration staff, alongside a Parental Agreement Form. The school will not administer any medications that do not comply with the above.

In VERY exceptional circumstances, the school can request a doctor's letter and medical information form where certain medications need to be kept in school for the child. These will still require a Parental Agreement Form to be completed.

IT IS THE RESPONSIBILITY OF PARENTS TO MAKE SURE THE SCHOOL ALWAYS HAS ENOUGH OF THE PRESCRIBED MEDICATION AT ALL TIMES AND THAT THE MEDICATION IS IN DATE.

Any unused medication will be returned to parents.

The school will only administer antibiotic medication if the child needs a dose 4 times a day.

Lozenges

NO LOZENGES OF ANY TYPE WILL BE ALLOWED IN SCHOOL AS THESE PRESENT A SIGNIFICANT CHOKING HAZARD. If your child has a sore throat, please speak to your doctor or pharmacist and administer any recommended over the counter treatments before school.

Lipsalves

If your child has chapped and sore lips, please send the lipsalve in a labelled envelope. These can be given to the class teacher to keep safe and the child will have access to them as needed. Children **MUST NOT KEEP THESE ON THEIR PERSON.** Children do like to share and this **MUST** be avoided.

Debra Ward

Debra Ward
Headteacher