

Emmanuel Church of England School

MEDICINE POLICY **ADMINISTRATION OF MEDICATION**

Pupils may not bring prescribed or non-prescribed medication into school.

Parents may visit the school in the lunch break to bring and administer prescribed or non-prescribed medication themselves, **by prior arrangement**.

In the event that this may not be possible, parents are asked to provide written consent to authorise the self-administration (under supervision) of medication. Parents must use a copy of the authorisation form overleaf which is located in the school office.

Where children have medical needs, parents must give us details of the child's condition and medication. Parents will bring the medication to school in a secure, labelled container. Records will be kept of all medication received and given. This record will be kept with the medicine. Emergency medication may be stored securely in school (for anaphylaxis or asthma); other drugs will be stored securely in the school office.