

Ref: MCM/LR

Date: May 2018



CHILDREN AND LEARNING

Strategic Director:
Mark Armstrong

Dear Parent/Carer

Medicines and Healthcare

Some pupils need to take medicines occasionally or over a period of months or years. If your child has any medication they should hand it immediately into the medical room. This also applies if they carry an an epipen or an asthma inhaler.

If this applies to your son/daughter, it is essential (and indeed a legal requirement) that you should notify the school. If an epipen or asthma inhaler is needed, you must also provide the school with a spare to be kept in the Medical Room for an emergency.

Please complete the attached pro-forma and return it via your child's P7 Teacher no later than Friday 25 May 2018. If you have indicated that your child does have healthcare needs, we shall then be in touch with you to obtain more information.

We are keen to ensure the wellbeing of all pupils at all times, and this information will help us to do this. Many thanks for your help.

Yours faithfully

M-C McNally
Head Teacher

PRO-FORMA

ADMINISTRATION OF MEDICATION AND THE CARE OF CHILDREN WITH MEDICAL SUPPORT NEEDS DURING THE SCHOOL DAY

Please return this pro-forma to your child's P7 Teacher no later than Friday 25 May 2018.

Name of Pupil _____ Date of birth _____ Class _____

My child does not require to take medicines regularly during the school day, and does not carry an epipen or asthma inhaler.

My child has on-going healthcare needs as detailed briefly below:

Please tick as appropriate:

Self- Administer

Staff to Administer

Medication not normally required

Signature of Parent/Guardian _____

Date _____