



Learning together, growing together

Dorin Park School and Specialist SEN College

PARENTAL CONSENT FORM – MEDICATION

If your child requires medication to be administered during school hours, this consent form **MUST** be completed and returned before any medication can be given.

All medication that expires, including '**once opened, use within ...**' medication (which we are unable to accept if already opened), will be returned home for disposal along with a new consent form. Parents/guardians should replace medication when required and the new form completed and sent back into school with the medication.

Medication will also be returned home at the end of the school year. New medication and consent forms should be sent back into school ready for the start of the new school year.

Receipt of medication

Name of Child	
Date medicine provided by parent/guardian	
Name and strength of medicine	
Quantity sent in	
Expiry Date Batch Number	
Dose and frequency of Medicine	
Parent/guardian signature	
Quantity received	
Checks carried out by office (receiving staff signature)	
Quantity/batch and expiry date confirmed at handover to Continence Coaches (continence coach signature)	

Return of medication

Quantity returned to parent/guardian	
Date	
Staff Signature	

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First Aid and the Managing Medication in School Policy

Introduction

Parents/carers have the prime responsibility for their child's health and should provide the school with information about their child's medical condition, obtaining details from the GP or paediatrician if needed.

The Administration and Storage of Medicine

In accordance with the local authority's recommendations, Dorin Park follows the guidance which has been drawn up in accordance with the DfE guide 'Supporting pupils at school with medical conditions' and in consultation with the School Nurse.

The guidance states:

- Medicines should only be administered at school when it would be detrimental to a child's health or school attendance not to do so.
- No child under 16 should be given prescription or non-prescription medicines without their parents' written consent.
- A child under 16 should never be given medicine containing aspirin unless prescribed by a doctor.
- Where clinically possible, medicines should be prescribed in dose frequencies which enable them to be taken outside of school hours.

Medicines are stored strictly in accordance with the product instructions and in the original container in which dispensed. A child's inhaler, kept in school in the unlikely event of need or when given as preventative treatment at specified times, is stored in the School Office. When a child is likely to need their inhaler at times in the day, the inhaler is kept in the child's classroom in a safe place, known to all staff, out of the reach of the children. All medicines and creams are marked with the child's name.

Record Keeping

Medication will be administered by a trained designated member of the Continence team and is witnessed by another responsible adult. A record of medication administered is kept

If a child refuses to take medicine they will not be forced to do so. Staff will note this in the records and follow agreed procedures. Parents/carers will be informed of the refusal on the same day.

Prescribed Medicines

The school will only accept medicines that have been prescribed by a doctor, dentist or nurse. Medicines should always be provided in the original container as dispensed by a pharmacist and include the prescribers' instructions for administration. **The school will not accept medicines that have been taken out of the container as originally dispensed nor make changes to dosage on parent's/carer's instructions.**

Buccal Midazolam: It is essential that parents/carers notify us if Buccal Midazolam has been administered within 12 hours of arrival at school. If we are not made aware, we will administer in school, if necessary, as per a child's medical care plan.

Over the Counter Medicines (OTC)

Pain relief (Paracetamol and Ibuprofen): These will only be given per British National Formulary for Children (BNFC) guidance and only if necessary.

Emergency Procedures

In the event of an emergency, protocols are followed by Staff appropriate to the child and their medical needs.

Emergency Packs for named individuals are kept in the School Office.