

Paston Ridings Primary School  
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Headteacher: Mrs J Cook

Deputy Headteacher: Mrs N Harradine  
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25<sup>th</sup> January 2017

## **Children requiring medication**

Dear Parents/Carers

We understand that children sometimes need medication to enable them to be well enough for school and we appreciate Parents/Carers efforts to maintain good attendance when children are unwell.

In line with school policy medication can only be given by the school to children under the following conditions:

- The medicine is prescribed by the child's GP
- The medicine is required four times a day
- The medicine is labeled with a pharmacy label clearly stating the child's name and the dosage
- A medical consent form is completed and signed by the Parent/Carer
- For those children that are on regular medication this needs to be given to the office in a pharmacy labeled box/bottle.

The procedures are in place to ensure the safety of children and if they are not met then unfortunately school are not able to administer medication.

If you have any questions then please do not hesitate in contacting us via the school office.

Yours sincerely

Mrs J Cook  
Headteacher

