



A GUIDE FOR PARENTS IN SUPPORTING CHILDREN WITH MEDICAL NEEDS AT SCHOOL

This leaflet gives some general information about the way in which St Thomas of Canterbury Primary School tries to meet children's medical needs and suggests some of the ways in which parents can help us to do so. If your child has ongoing medical needs please make an appointment to meet with our Inclusion Leader, Kate Carter to discuss their needs in school and how best we can work together to meet them.

General

St Thomas of Canterbury Primary School is responsible for the health and safety of children in our care. Teachers take the same care that a reasonable, responsible and careful parent would take in similar circumstances while they are responsible for the care and control of children. The school works closely with the Health Authorities in order to meet the medical needs of children/young people.

- We have our own policy for supporting children's medical needs, including arrangements for administering medication in school. This can be found on the school website.
- In general, school staff cannot legally be required to administer medication or supervise a child taking it. This is a voluntary role. However, we do try to be as accommodating as possible and our office first-aider will normally take responsibility for administering medication. All staff have a duty to act as any reasonably careful parent would to make sure that children in their care are healthy and safe and this might extend to administering medicine or taking action in an emergency.
- For children with more complex medical conditions our Inclusion Team will draw up a Medical Care Plan together with parents and medical practitioners, with everyone concerned agreeing what action they will take to support the child.

How you can help the School

It will help the school and your child if you:

- Ensure your child is fit and well enough to attend.
- Provide full details of any health problems he/she may have and keep the school informed of any changes.
- If medicines are prescribed for your child, ask your doctor if they can be taken outside of the hours attended by your child in school.
- If appropriate, offer to attend the setting to administer his/her medication.
- Provide full details of any medication requirements and ensure medicines supplied to the school do not exceed their expiry date**
- Try to avoid your child carrying medicines into school. Primary age children should not carry medicines except possibly inhalers accompanied by written consent.
- Ensure the school has a telephone number where you can be contacted in an emergency

**** Prescribed medicines should be brought to the school by the parent of the child or another responsible adult and handed to a member of the school office or a senior member of breakfast club. The parent or the responsible adult will need to complete a "Pupil Medication Request" form, giving details of the child's illness, details of the medicine, exact dosage required etc. All medicines must be brought in the original containers in which they were supplied. Containers should be clearly labelled with the child's name, the type of medicine, dosage, storage instructions and expiry date.**

Please Note:

Schools are advised not to keep medicines for general use. The school cannot administer any non-prescribed medication, with the exception of Paracetamol which may be given in age appropriate doses (WITH A PARENT'S WRITTEN CONSENT) for certain conditions.

I give consent, should it be necessary, to the administration of Paracetamol in appropriate doses to be given to my child by a trained member of staff. I confirm I will inform the school if I have administered Paracetamol to my child prior to them attending school.

Name of Child Class

Signed Date

