



ALL SAINTS CE (VC) PRIMARY SCHOOL & NURSERY, RANTON

Medication Policy

Introduction

There is no contractual requirement for any teacher or any other member of the school staff to administer medication to any pupil although the school does have statutory guidance from the secretary of state 2014 which clearly states that governors should do all they can to ensure that children who require medication to function well in an educational establishment should be given it.

Indeed teaching unions and support workers unions have advised their members not to administer any medication. At All Saints the Headteacher, supported by the Governing Body, will not allow medications to be administered or supervised by school staff except when the result of administering or supervising the medication would be life sustaining or impeding a chronic (long term) condition. This includes inhalers, epi-pens and insulin. Only those with a first aid certificate or are specifically designated to an individual child and appropriately trained may administer.

Aims and Objectives:

As a school we acknowledge that there are times when a child is fit to come to school but needs to finish a course of medication.

The overall aim of this policy is to ensure that school has in place clear procedures for the administration of medication in all aspects of school life including PE lessons and off site visits and that all stakeholders are aware of the policy. Therefore this policy will be shared with the school community so that all are aware and confident in the procedures that we have in place.

Procedures:

In school we keep a record of all children who have long term medical conditions or allergies that may need medication (e.g. Asthma). The list is updated at least annually with information supplied by parents /carers. Copies of this list are held centrally and given to staff. All staff (including supply staff) who have contact with the children are made aware of those with a serious medical problem. Children who have medicine prescribed (e.g.) after a visit to the doctors would not be included on this list.

Any staff with known medical conditions or allergies are also included.

Short term treatment:

A child may be fit to return to school before the completion of a course of treatment, for

example, antibiotics. When medication is required by pupils in school, parents or carers they should ask their doctor to prescribe medication in dose frequencies which can be administered outside school hours.

Antibiotics and other drugs that require to be administered four times a day, parent/carer must attend school to give the medication or nominate, in writing, someone else to administer the medication on their behalf.

Long term treatment:

Children who suffer from asthma may need to keep an inhaler in school. These are kept securely in the child's classroom by the teacher but a medication form must still be completed. The inhaler must be named and the dosage indicated. Should the child require the inhaler during the day then the teacher or teaching assistant will watch over the child taking the medication. It is the duty of the parent/carer to ensure that the inhalers are up to date.

PE Lessons:

Children who are asthmatic may have been recommended to use their inhaler before taking part in exercise; parents/carers must notify the staff of this. Inhalers are always taken by the staff to the field or to the swimming baths.

In the school, inhalers are kept in the child's classroom, and a record is kept of its administration.

Off site visits:

No child will be denied the right to educational off site visit but extra risk assessments and procedures may be needed for this to take place.

Residential Visits:

The centres that we use are all Staffordshire education centres and they make provision for children on medication. Before the start of the visit the parent/carer would complete a form giving details of the medical conditions treatment required together with dose and all other relevant information. The forms are taken by the education leader and handed over at the centre who then take on the responsibility. Inhalers would remain with the visit leader from school.

Monitoring and review of the policy:

The implementation and monitoring of the policy is the responsibility of the head teacher. Every effort is made by staff at school to ensure that children do not miss vital education so wherever possible we will accommodate the needs of the child. There is no requirement to make a COSHH assessment of medications on site as we have procedures in place for the storage of any medication.

The policy will be reviewed every three years or sooner should the need arise.

Adopted 22nd October 2015

Review: October 2018