

Campsie View School

Administration of Medications in School

August 2017

Dear Parents,

Many of our children require to have medicines administered daily in school. Each medication requires to be recorded individually on a separate form, giving parental consent to the School Nurse to administer the appropriate dosage and enable records to be kept accurately.

On occasions it may be necessary for children to be given medicines in school for short periods of time, e.g. antibiotics, cough mixtures, tablets such as Paracetamol for pain relief, skin preparations or surgical dressings. Written permission is required to be sent to school for any of the above medications to be administered, clearly stating the treatment, time, dosage and frequency.

If children become ill during the day the nurse will be happy to see them and contact parents if need be, to make appropriate arrangements for the child to be sent home.

When children have flu symptoms or diarrhoea you should keep them at home for at least 48 hours or until they have fully recovered.

All medicine Consent Forms should be updated each year to ensure any changes are kept valid. The Health Board policy and that of East Dunbartonshire requires that:

- All medicines must be in the chemist's container with the correct label.
- The label must state clearly -
 - (a) Child's Name
 - (b) Name of medicine
 - (c) Dose of Medicine
 - (d) Time to be given
- All changes of medicine must be sent to the school nurse on writing and signed by parent/carer.

Thank you for your help in these matters but, should you have any concerns, please contact either Mairi or myself at any time.

ALLERGIES

Many children suffer from allergies which may cause them distressing side effects. Please notify the school of any known substances that your child may have reactions to, i.e. food, medicines or other substances.

Peanut allergies are becoming increasingly common. Due to this peanuts and peanut based foods are excluded from the School Meals and from Home Economics. We would be grateful if you would refrain from sending any food with known Peanut content for snacks or play pieces as we do have children with specific allergies in the school.

Thank you for taking the time to read this information.

Anna Lewis, Head Teacher
Mairi Hall, School Nurse

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