



ENSTONE PRIMARY SCHOOL

POLICY FOR ADMINISTERING MEDICATION TO PUPILS

Introduction

All children need medication at some point in their lives. Some need routine and commonplace medication to control temperature, sore throats, headaches etc. and to relieve the symptoms of childhood ailments such as chicken pox. Others need more long term, prescription drugs and creams for conditions such as asthma and eczema. On occasions some children need emergency medication such as an epi-pen (adrenalin auto injector) or buccal midazolam.

The staff and governors of Enstone Primary School wish to ensure that all pupils are safe, comfortable and well enough to learn. The school staff will do all that is reasonable to allow this to happen, but at the start of the school day they cannot accept responsibility for any child who is already showing symptoms of illness. The best place for any sick child is at home or with a carer. Occasionally a child with a long-term illness will need to be in school and take medication during school hours.

Definition

The term “medication” includes:

- All tablets
- All medicines
- All creams or emollients for external application (including sun cream)
- Inhalers
- Rectal valium or diazepam
- Buccal midazolam
- Eye drops
- Adrenalin (Epipen)
- Throat sweets

Guidelines

Staff will not administer prescribed medication to any child unless a formal protocol has been signed by the management of the school and the parents. Any medicines subject to such a protocol will have been prescribed by the child’s general practitioner (GP) or paediatrician and the prescribing doctor must confirm that the medicine needs to be taken during school hours.

Teaching and non-teaching staff unions do not recommend the administration of invasive medication unless staff have agreed to it and are fully trained. Unions do not advocate the application of any cream medication unless there is an agreed protocol. This prevents possible accusations of negligence, misuse, abuse or allergic reactions by the member of staff or other contact pupils.

Staff will not administer analgesic medicines or antibiotic medicines to children during the course of a normal school day. Where children are being looked after by staff outside of normal school hours on a residential visit, analgesics or antibiotics

may be administered by staff, subject to a specific, signed protocol applying to the period of the residential visit only.

Children must never carry any medication other than asthma inhalers in school bags, lunch boxes, book bags or pockets unless it has been agreed in a formal protocol e.g. EpiPen.

Children must never self-administer medicines unless this has been agreed in a formal protocol e.g. asthma inhaler, EpiPen.

No pupil will be allowed to administer medication to any other child, at any time.

Medication, other than asthma inhalers, may not be kept in school without a formal medical protocol.

Parents or carers of any child who is well enough to attend school, but who needs routine (short term) medication such as eye drops, ear drops or cream applications, are welcome to come to school to administer such medication at an agreed time. Longer term routine medications may be subject to a medical protocol, as outlined above.

Parents are also welcome to come into school to administer a midday dose of antibiotic where this is part of a prescribed course of medicine.

A central register will be kept of all pupils with medical conditions, detailing who needs medication during the school day and the staff members who are trained to administer it.

Medicines kept in school will be locked in the medicines locker, with the exception of emergency medications (Epi-pen and buccal midazolam) which will be kept in a place easily accessible to adults but not children, in the classroom of the child for whom it is prescribed.

Date Adopted: October 2023

Review Date: October 2026

Signature of Chair of Governors:



Signature of Headteacher:

