



GLAZEBURY C.E. PRIMARY SCHOOL- Medicine form.
Request for school, after school club and breakfast club to administer
Medicine(s).

(This includes lip balms, cough sweets, sun cream)

Dear Head Teacher,

I request that my child be given the following medicine(s) whilst in School / Afterschool club / Breakfast club.

I confirm my child has had this medicine administered at home. The last occurrence was on Date at

Name of medicine	Expiry date of medicine	Check Dispensing Pharmacy name and contact on bottle	Dose prescribed	Date prescribed	Time to be given /Frequency	Duration of course

Possible side effects -----

(Ensure information leaflet is with medicine which will detail warnings & side effects)

I agree that the following complies with the schools Medical & First Aid Policy:

- The above medication has been prescribed by the doctor, dentist, nurse or pharmacist
- It is clearly labelled indicating contents, dosage and child's name in full.
- Medication will only be given if it requires administering four times a day.
- I agree to inform school, ASC and Breakfast club of any change in dose immediately.
- Check the name & dosage on the bottle corresponds with the name on the box.
- It is the parents responsibility to ensure the medicine is in date and not past its bbe expiry date.

Does this medicine need to be stored in a Fridge? YES/NO

Does this medicine contain paracetamol? YES / NO

How many days has your child been taking this medicine (to date)?

Name of parent/guardian:

Signed:..... Date:

Please note: Medication will not be accepted by the school unless this form is completed and signed by the parent or legal guardian of the child. The Governors and Head Teacher reserve the right to withdraw this service.



Pupil's Name

Class

Inhaler / medicine name:

*Staff administering medicine must always wash hands with soap and water not gel.
Disposable gloves must be worn when handling creams and ointments.*

Date	Dosage	Time	Two Staff Signatures (must be obtained)

***If a child refuses to take medication -
Please record and the parent/carer must be verbally informed.***