



### Administration of Medicine

The Medicine Policy can be found on [www.weltonprimarieschool.com](http://www.weltonprimarieschool.com) in the policies section of 'About Us'.

The aim of Welton Primary School is to support any child who has medical needs or requires on-going medication during the school day or whenever the child is in our care. Children with medical needs have the same rights of admission to school as other children and cannot generally be excluded from school for medical reasons. There is no legal duty that requires a school to administer medicines.

To summarise:-

- Medicines should normally be given to children at home if it is to be given three times a day (ie before school, immediately after school, and at bedtime) and this is supported by the DFE and The Health Authority.
- The school will only consider administering prescribed medicine and a form has to be completed by the parent in order for the Head Teacher to consider giving permission to administer it. **The school will never accept medicines that have been taken out of the container as originally dispensed or make changes to dosages on parental instructions.**
- Medical conditions that most commonly cause concern in school are asthma, diabetes, epilepsy and severe reaction (anaphylaxis). The school ensures that appropriate members of staff are given awareness training regularly. An appropriate health care plan will be drawn up.
- Parents are a child's main carers. **They are responsible for making sure that their child is well enough in the first place to attend school.**
- Upon an emergency, the Head Teacher or Deputy Head Teacher will make the decision to call emergency services if deemed necessary and will stay with the pupil if taken in an ambulance until the parent arrives. Health Care Professionals will be responsible for any decisions on medical treatment until the parent arrives, not the member of staff.
- All medical information is treated confidentially within the school.
- Welton Primary School will make reasonable adjustments for disabled children, including those with medical needs at different levels of school life, and for the individual disabled child, in their practises, procedures and policies.