THE PARAGON SCHOOL

PRESCRIBED MEDICINES – AUTHORISATION

The school may, in certain circumstances, agree to undertake to administer some medicines to children who are otherwise well enough to attend school. Signed consent is required if a pupil is to receive medication during the school day.
We can only administer medicine which has been prescribed by a doctor/dentist/medical practitioner.

The medicine, in the smallest practicable amount, should be brought to school by the parent, not the child, and delivered personally to the receptionists.

Medicines must be in the box with the prescription label clearly showing the contents, owner's name and dosage/duration of required medication.

The medicine will be administered by a receptionist and a written record kept of dates and times of the administration. The only exception to this would be emergency medicines, such as asthma inhalers, which a child should be able to use under supervision.

Medicine can only be administered if parents have completed, signed and returned the authorisation slip below.

SIGNED AUTHORISATION BY A PARENT/GUARDIAN TO GIVE MEDICINE TO A CHILD ON THEIR BEHALF DURING SCHOOL HOURS

I hereby authorise …… (Member of Staff) to give my child

…… the following medicine on my behalf:

Medicine: ……..

I confirm that this medicine has been prescribed by a doctor/dentist/medical practitioner

Dosage: …… Time to be given: …….

Dates medicine to be given: Start date …….....……

Final date: …….

Signature of Parent: …… Date: ……....

Signature of Member of Staff receiving medicine: ……. Date: …….

Dose: Time given:…… Date given:…… Signature of Member of staff: ……
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