



Hilltop First School and Foundation Stage

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Headteacher: Ms Lynn Bima

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Dear Parents and Carers

Change to our Medicine in School Policy

The governors and I have recently reviewed our medicine in school policy. In response to some parental queries and our above average absence rates, we will be changing our existing position on permission to administer non-prescribed pain medication in school under some circumstances.

Our policy now includes the following paragraph:

Non-prescribed painkillers

It is important to balance the child's attendance in school with their health and wellbeing. There are times when medication could allow a child to be in school and participate fully in the school day.

Examples may include (but are not limited to) toothache, earache, sore throat or a slightly raised temperature. In these circumstances the following will apply:

- School staff may only administer non-prescribed medication brought in by the parents such as Nurofen or Calpol with signed consent from the parent.*
- This medication must be in the form of single dose sachets so that school staff are not responsible for measuring out the dose.*
- Occasionally when a child becomes ill during the day parents may be given the option of consenting to their child being given a dose of Calpol in order to be able to remain in school and effectively participate in learning. In these circumstances, the parent would be contacted by telephone and invited to either bring medication to school or email consent to the school office for staff to administer a sachet of Calpol provided by the school.*

Other updates to the policy include small changes to procedures related to asthma inhalers in line with our new Asthma Friendly School status. All changes are with immediate effect. The full updated policy will be uploaded to the school website on Monday and can be downloaded via the policies page:

<https://www.hilltopfirst.co.uk/policies>

Kind regards

Ms Bima

Headteacher