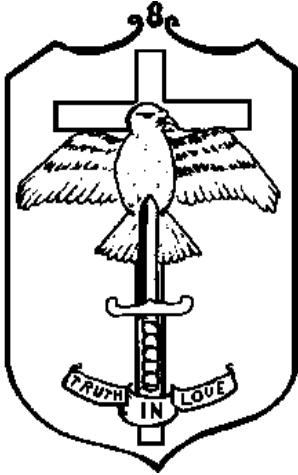


# St. John's R.C. JMI School



## ADMINISTRATION OF MEDICINES TO CHILDREN DURING SCHOOL TIME.

*The advice from Hertfordshire's health and safety officer is that parents should make arrangements to administer medicines during the school day themselves. However we realise that for working parents this may not always be possible. In these circumstances we are prepared to administer medicines, but please note the following.*

*Only medicines prescribed by a doctor will be administered in school.*

*Medicines will only be administered by Mrs. Flynn or Mr. Allodi.*

*We cannot accept responsibility for ensuring that medicines are administered at a particular time. It is the child's responsibility to come to the office at the appropriate time.*

*Medicines must be in a sealed container clearly marked with the dosage and the child's name. All medicines must be collected at the end of each day(excluding inhalers).*

**Name .....** **Class .....**

**Medical Condition .....**

**Name of medicine .....**

**Dose .....** **Frequency .....**

Dosage Chart (to be completed with dosage and time each time medicine is administered, all entries must be signed)				
Monday	Tuesday	Wednesday	Thursday	Friday

**Signed .....** **Parent/Guardian**

This form must be completed and signed by the parent/guardian before medicines can be