



SHARPS COPSE PRIMARY SCHOOL

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Our ref: SCPN Medical Needs – Sept 2017

25th September 2017

Dear Parents & Carers

I am writing to inform you that we have recently reviewed and updated our policy for Supporting Children in School with Medical Needs. A copy of this policy is available for you to view on our website at www.sharpscopse.hants.sch.uk or in hard copy available from the school office.

In a brief outline, along with the support we are already giving to children with medical conditions such as diabetes, epilepsy, allergies, asthma etc, we will support our children by administering prescribed medicines for short term illnesses that a child may need to take during the school day to complete the cycle of medication. It is the parent or carers responsibility to collect this from the school office at the end of the day, and return daily until the course is completed.

Medication should be submitted in the original packaging, clearly labelled with the child's name and in date.

In order for us to be able to administer any prescribed medication, it is expected that parents and carers let us know, where we will require the completion of an individual health care plan

The school also holds emergency salbutamol inhalers for asthma and calpol for pain relief, which will only be administered to a child after consultation with their parent or carer.

If you have any queries or concerns with the content of this letter, please don't hesitate to contact me on the above telephone number, or see me on the school playground where I can usually be found most mornings before school or at the end of the day.

Yours sincerely

L. Setterfield (Mrs)
Business Manager