



**SUPPORTING PUPILS WITH
MEDICATION NEEDS**

Introduction

The Board of Governors and staff of Moneymore Primary School wish to ensure that pupils with medication needs receive appropriate care and support at school. The Principal will accept responsibility in principle for members of the school staff giving or supervising pupils taking prescribed medication during the school day **where those members of staff have volunteered to do so.**

Please note that parents should keep their children at home if acutely unwell or infectious.

ADMINISTRATION OF MEDICATION

SHORT TERM MEDICATION NEEDS

Staff will not administer any medication unless a Medication Plan is in place for a pupil or a School Asthma Card has been completed and returned to school. Parents should make alternative arrangements to give medication before/after school or at lunchtime.

LONG TERM MEDICATION NEEDS

- For each pupil with long-term or complex medication needs, the Principal, will ensure that a Medication Plan / Care Plan and Protocol is drawn up, in conjunction with the parents and, when necessary, appropriate health professionals.
- Parents are responsible for providing the Principal and/or class teacher with comprehensive information regarding the pupil's condition and medication.
- Prescribed medication will not be accepted in school without complete written and signed instructions from the parent (Form AM1/AM2).
- Only reasonable quantities of medication should be supplied to the school (for example, a maximum of four weeks supply at any one time).
- Each item of medication must be delivered to the Principal or Authorised Person, in normal circumstances by the parent, **in a secure and labelled container as originally dispensed.** Each item of medication must be clearly labelled with the following information:
 - . Pupil's Name.
 - . Name of medication.

- . Dosage.
- . Frequency of administration.
- . Date of dispensing.
- . Storage requirements (if important).
- . Expiry date.

The school will not accept items of medication in unlabelled containers.

- Medication will be kept in a secure place, out of the reach of pupils. Unless otherwise indicated (see below), all medication to be administered in school will be kept in a locked medicine cabinet.

For pupils in P1-P3 inhalers will be kept in a secure location by the teacher and should not be kept in schoolbags; pupils in P4-P7 will be responsible for keeping their own inhalers and for self-administration.

- The school will keep records, which they will have available for parents.
- If children refuse to take medicines, staff will not force them to do so, and will inform the parents of the refusal, as a matter of urgency, on the same day.
- It is the responsibility of parents to notify the school in writing if the pupil's need for medication has ceased.
- It is the parents' responsibility to renew the medication when supplies are running low and to ensure that the medication supplied is within its expiry date.
- The school will not make changes to dosages on parental instructions.
- School staff will not dispose of medicines. Medicines, which are in use and in date, should be collected by the parent at the end of each term. Date expired medicines or those no longer required for treatment will be returned immediately to the parent for transfer to a community pharmacist for safe disposal.
- *Staff who volunteer to assist in the administration of medication will receive appropriate training/guidance through arrangements made with the School Health Service where necessary.*
- The school will make every effort to continue the administration of medication to a pupil whilst on trips away from the school premises, even if additional arrangements might be required. However, there may be occasions when it may

not be possible to include a pupil on a school trip if appropriate supervision cannot be guaranteed.

- All staff will be made aware of the procedures to be followed in the event of an emergency.

CHANGES TO MEDICAL RECORD

A medical record must be completed by the parent of each child starting school. If there are any queries regarding particular individual circumstances or should there be any changes required to a child's medical record, please contact the school immediately. Please inform the teacher of any health problems as they arise.

NUT ALLERGY

Children with this condition may have a severe reaction, which could prove fatal if they come into contact with nuts. With this in mind, please try to avoid sending nuts or nut products into school for your child's break or lunch.

SICK CHILDREN

It is important that children are fit and well enough to enjoy and participate fully in school activities. PLEASE DO NOT SEND SICK CHILDREN TO SCHOOL. This applies to a child who has a heavy cold, a high temperature, tummy upset, diarrhoea as well as other more serious contagious diseases.

As a school we follow Public Health Agency guidance in relation to periods of exclusion – please see appendix 1.

Please let us know if your child has any form of infection/contagious illness (including head lice) so that we can inform other parents. Following these guidelines will help us to protect your child's health and well being.

FIRST AID PROCEDURES

Minor first aid procedures, such as dealing with cuts and bruises, will be dealt with in school. Mrs McGeagh and Mrs McAllen are the First Aid Officers in the Primary School and Mrs Leitch is First Aid Officer in the Nursery. In the event of a more serious injury, the parents of the child concerned will be informed. If necessary, the school will contact a medical practitioner for advice or call an ambulance. **(See First Aid Policy)**

Reviewed Feb 2024

Do I need to keep my child off school?



<p>Chicken Pox</p> <p>Until all spots have crusted over</p>	<p>Conjunctivitis</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Diarrhoea & Vomiting</p> <p>48 hours from last episode</p>	<p>Glandular Fever</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Hand, foot & mouth</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Impetigo</p> <p>Until lesions are crusted & healed or 48 Hours after commencing antibiotics</p>
<p>Measles or German Measles</p> <p>4 days from onset of rash</p>	<p>Mumps</p> <p>5 days from onset of swelling</p>	<p>Scabies</p> <p>Until after first treatment</p>	<p>Scarlet Fever</p> <p>24 hours after commencing antibiotics</p>	<p>Slapped Cheek</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Whooping Cough</p> <p>48 Hours after commencing antibiotics</p>
<p>Flu</p> <p>Until recovered</p>	<p>Head Lice</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Threadworms</p> <p>No need to stay off but school or nursery should be informed</p>	<p>Tonsillitis</p> <p>No need to stay off but school or nursery should be informed</p>		