

As non-medical staff, the school will not give your child medicine unless it has been prescribed by a doctor and has your child's correct details on the label (only these instructions will be followed for administering). A completed and signed form must also be provided.

| | CHILDS DETAILS |
|---------------------------------------------------------|-----------------|
| Name of Child | |
| Date of Birth | |
| Year Group / Class | |
| Medical condition or illness | |
| Name/Type of medicine (as described on container) | MEDICINE |
| Date dispensed | |
| Dosage (As labelled) | |
| Timing | |
| Special Precautions | |
| Any side effects school should know about | |
| | CONTACT DETAILS |
| Parent/Carers Name | |
| Daytime Telephone Number | |
| Relationship to the Child | |

*I accept that this is a service that the school is not obliged to undertake.

*I understand that I must notify the school of any changes in writing.

*I understand that medication must be delivered and collected by an adult from the school office unless otherwise advised.

| Signed: | Date: |
|---------|-------|
|---------|-------|