



The Skynners' School

Medical treatment Policy

The aim of this guidance is to enable regular attendance at the Skynners' School for those students with medical needs, and to provide a safe and secure framework for the provision of required medicines for students whilst in the Skynners' School. Students with long term medical needs must have their needs communicated in writing by their parent/carer on admission. A Healthcare plan can then be drawn up before they start at the Skynners' School.

There is a need, at this point, for prior written agreement from parents for any medication to be given to a student. This information will also help the Skynners' School complete a register of students with medical needs.

Medication should only be brought to the Skynners' School when absolutely essential. No students must carry medication during the Skynners' School day. They must hand in their medication, clearly labelled, to the School office. (Inhalers are an exception to this and should be carried by the student at all times). Parents should be encouraged to ask the prescribing doctor to prescribe dose frequencies which enable the medication to be taken outside Skynners' School hours.

The medication will be placed in a cupboard and only administered during the day as prescribed and only at the request of the parent. Staff will seek out a student for the purpose of administering medication if they have not arrived at the right time. A strict record of any administration will be kept in the "Medication Administered Log". Access to medication will be restricted to trained staff. If a student does not take their medication as prescribed the Skynners' School will attempt to inform the student's parents as a matter of urgency. If necessary, the Skynners' School should call the emergency services.

Non Prescribed Medication

Skynners' School staff must not give non prescribed medication to students. A student under 12 should never be given aspirin.

If a student suffers regularly from acute pain, such as migraine, the parents should authorise and supply appropriate pain killers for their child's use, with written instructions about when the child should take the medication.

Any member of staff giving medicine should check:-

- the student's name
- written instructions
- prescribed dose
- expiry date

Even if students administer their own medicine they should not carry it with them in the Skynners' School and must hand it in to the School office.

Skynners' School trips

Any student, who is required to regularly take any form of medication, must inform a member of staff of their requirements before leaving the Skynners' School site to partake in any outing.

Staff taking students off site for more than one day must make sure all students have a completed Parental Permission form authorising urgent first aid treatment to be given should the need arise.

Any student taken ill whilst off the site but whilst on Skinners' School business, must be given immediate medical attention and parents/guardian must be informed as soon as possible.

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