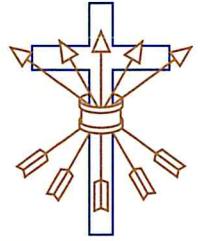


# WADDESDON CHURCH OF ENGLAND SCHOOL

School Lane Waddesdon Aylesbury Buckinghamshire HP18 0LQ

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Headteacher: Matthew Abbott



November 2018

Dear Parent/Carer

## Medical Information

We are writing to reiterate our requirements at school regarding medication for students.

Pupils will only be given prescription medicines after parents have completed a consent form, which can be obtained from the school office in person or requested via email. When no longer required, medicines will be returned to the parent to arrange for safe disposal. Sharps boxes will be used for the disposal of needles and other sharps. Medicine brought into school must be given to the school Medical Officer.

The school will only accept prescribed medicines that are in-date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage. The exception to this is insulin which must still be in date, but will be available inside an insulin pen or a pump, rather than in its original container.

Parents should note the expiry date so that they can provide a new prescription as and when required.

**Where clinically possible, medicines should be prescribed in dose frequencies which enable them to be taken outside school hours.**

Please could we also ask that if your child sustains an injury, either at school or at home, that results in medical attention and/or their mobility is affected, it is important that you notify the Medical Officer before they attend school to ensure that the appropriate steps are put into place to ensure their safety at school. You can either call the school or email [medical@waddesdonschool.com](mailto:medical@waddesdonschool.com) with this information.

Thank you for your continued support.

Yours sincerely

Caroline Hicks  
Medical Officer