

# MEDICAL POLICY for SCHOOL MEDICINES including EYFS

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In developing this policy, the school acknowledges the advice and guidance from the Department of Health, Department for Children, Schools and Families, Infection Control and the School Nurse. The school recognises its responsibility in dealing with children and their medicines appropriately. This Policy also applies to all children within the EYFS. All new members of staff will be informed of the policy during their induction period.

The responsibilities of the Schools:

- To protect pupils and members of staff by ensuring safe working practice.
- To protect the individual from legal hazards.
- To ensure the pupils feel safe and secure.
- To understand the importance and need for alleviating pain and suffering and to treat symptoms appropriately with medicines if required.
- To ensure the prompt return to lessons of pupils.
- To ensure the reduction in pupils' absences.
- To recognise there are various conditions affecting children, thus requiring daily medicines and positively welcomes all pupils on medication.
- To ensure all pupils on certain medicines will have an Individual Health Care Plan.
- To encourage, help and support pupils on medication to achieve their potential and to participate in all aspects of school life.
- To encourage all pupils to understand their medication so they can be supported by their friends. This may be part of the school PSHE programme.
- To inform all staff each year of pupils on certain medication.
- To inform the catering staff of specific pupils' medication.
- To provide the following protocols to ensure correct implementation of this policy
  - Administering Medicines
  - Safe Storage of Medicines
  - Safe Disposal of Medicines
  - Safe Disposal of Sharps
  - Needlestick/Splash Injuries
  - Disposal of Medical Waste
  - Misuse of Medicines
  - Prevention of contamination from blood/body fluids
- Provision must be made for any overseas medication
- The School Nurse will also provide detailed information on each medicine especially emergency medicine eg insulin, adrenaline, reliever inhalers and Paracetamol for staff to access on Staff Share under School Health
- Written permission must be obtained from parents for individual medicines to be administered. Where medicine is administered to a child, parents must be informed the same day or as soon as reasonably practicable

- Parents with pupils attending school for assessment/taster days, must inform the school of any medical conditions and ensure any medicines are brought with them on the day along with any written consent and instructions for administering these
- The school will work in partnership with all parties to ensure the policy is implemented and maintained and to ensure effective communication of the policy