



Medication Policy

Ysgol Llangadog

Cytunwyd ar ran y llywodraethwyr gan - Agreed on behalf of the governing body by - Arwyddwyd/Signed:	
Dyddiad - Date:	

To meet the needs of all children attending Ysgol Llangadog we agree to work to the policy detailed below ensuring the safe well being of all children at the school. The Medication Policy specifically relates to children who require **ongoing medication to maintain their well being**. Children who have coughs, colds infectious or contagious illnesses should not attend school until they are well.

- medication will only be administered if the child's doctor has prescribed it and providing staff have received any necessary training.
- we will only administer medication to those children who require ongoing medication to maintain their stable well being. This will be subject to the staff receiving appropriate training and where parents' written permission has been obtained.
- the time and dosage of medicine given will be recorded and witnessed by another member of staff in the school.
- written information relating to the child's individual medical needs will be given to the school by his/her parents/carers when s/he first registers with the school. This must include any possible side effects.
- if there is a change in the child's health during his/her time at the school then written information must be made available to the school by his/her parents/carers as soon as possible.
- all school staff will be trained to administer medication when necessary (e.g. epipen, insulin). This training will be carried out by a health professional, such as the school nurse, diabetic nurse or health visitor.
- at all times, if written procedures are followed, trained staff will be deemed to have acted in good faith. Trained staff are required to act as would a caring parent/carer and not as a medically trained practitioner.
- medicines will be stored in their original container, with the original label intact and clearly displayed.
- all medication will be inaccessible to children at all times.
- medication will not be administered if out of date; it is the responsibility of the parent/carer to ensure that all medication is current.
- training will be regularly updated for staff responsible for administering the medication.
- medication will be administered to the child in a caring and respectful way by appropriately trained staff.
- staff will only administer medicine to a child if parents have completed and signed the 'Parental consent for administration of medicine' form.



Ysgol Gynradd Llangadog

Consent for the Administration of Medicine ~ Caniatâd Gweinyddu Moddion

Name of Child: _____ Class: _____
Enw'r Plentyn *Dosbarth*

Name and strength of medicine: _____
Enw a chryfder y moddion

Dose instructions and time to be administered: _____
Cyfarwyddiadau, faint o foddion i'w rhoi a phryd

Storage instructions: _____
Cyfarwyddiadau storio

Parent signature: _____ Date: _____
Llofnod rhiant *Dyddiad*