

Parental Agreement for School to Administer Medicine

In exceptional circumstances, it may be possible for a member of staff to administer medicines. For this to be requested, parents or carers should complete and sign this form and ensure that the 'Individual Health Care Plan' is completed with up to date information.

Date for review to be initiated by

Name of child

Date of birth

Class

Medical condition or illness

Medicine

Name/type of medicine
(as described on the container)

Expiry date

Dosage and method

Timing

Special precautions/other instructions

Are there any side effects that the
school/setting needs to know about?

Self-administration – y/n

Procedures to take in an emergency

NB: Medicines must be in the original container as dispensed by the pharmacy with clear dosage instructions. We are unable to split tablets. We will need a medical protocol if the administering of medicine requires any judgement from a member of staff.

Contact Details

Name

Daytime telephone no.

Relationship to child

Address

I understand that I must deliver the medicine personally to a member of the office staff.

The above information is, to the best of my knowledge, accurate at the time of writing and I give consent to school staff administering medicine in accordance with the school policy. I will inform the school immediately, in writing, if there is any change in dosage or frequency of the medication or if the medicine is stopped.

Signature _____

Date _____