









## Guidance for medication in school

- **Any medication entering Sibford School should be in its original container and handed straight to reception.**
- Over the counter medication should have the students name clearly written on the container, ensuring the expiry date and dose information is still clear.
- Any prescription medication should have an attached prescription label detailing the student's name and required dose/time.
- A **Parent request for medication in school** form **MUST** be completed and given to the school nurse prior to any medication entering school. This form is available on the school website, reception or from the school nurse
- Emergency medication such as an EpiPen or Salbutamol inhaler should be carried on child's person (year 7 and above) or by their class teacher (junior school). This is so it can be accessed without delay in case of emergency. **Sibford school encourages parents to provide spare emergency medication to be kept in main reception.** A Sibford care plan (or other specific care plan if provided by your child's health care provider) **MUST** be provided if emergency medication is required in school, available on the school website, reception or from the school nurse. This is in addition to the standard request form required for all medication in school.

*Examples of when school will and will NOT accept medication:*

<b>Loose Strips of Medication</b>  		<p>Should not be accepted.</p> <p>Medications should only be provided in the original container, they were prescribed purchased in, with appropriated directions.</p>
<b>Tablets/capsules/ liquids decanted into another bottle by parent/carer</b>  		<p>Should not be accepted, as parent carer has decanted into a different bottle to the one they were dispensed/purchased in.</p> <p>Medications should only be provided in the original container, they were dispensed or purchased in.</p>
<b>Tablets/capsules/ liquids decanted into another bottle by Community Pharmacy</b>  		<p>Can be accepted, as decanted into a different bottle by a community pharmacy and contains a pharmacy label which includes: patients name, name of drug, dose, frequency, date of dispensing and pharmacy details/</p> <p>Expiry dates should be as per the guidance in patient information leaflet (PIL) or maximum 12 months from date on the dispensing label.</p>
<b>Insulin pens (not in original box)</b>  		<p>Insulin pens must still be in date, but will generally be available to schools inside an insulin pen or a pump, rather than in its original container.</p> <p>Insulin pens should be stored in the fridge until opened.</p> <p>Most insulin pens will expire within 28 days (See PIL for more information) of opening or if kept as a spare outside of the fridge.</p>