



At Herrick Primary School, in line with our **Drugs Policy**, pupils should not bring medicines to school unless a parent/carer has agreed this with the head teacher. This information is included in the school's prospectus.

Parents may come into school to administer medicine to their child but no medicines will be administered by staff. Parents could adjust the dose morning/evening, if they are unable to get to school.

Training is currently given to all staff in First Aid and Anaphylactic injections. Relevant staff are also trained in diabetes, epilepsy and asthma.

Herrick has a procedure for Asthma. There is a form for parents to sign. The Asthma pumps are kept in a labelled plastic container in the classroom – children are expected to self administer their inhalers.

Epi-pens are kept in labelled (with a photograph) plastic boxes in the First Aid Room. Information is kept on the individual children in a file in the First Aid Room. This can be found off the main foyer. The First Aid Room has facilities for the disabled.

**Review: January 2019**

***The Information below is given to all members of staff at the beginning of every academic year in the Staff Handbook.***

### **Administering of Medicines**

Members of staff are **not** allowed to administer any type of medication to the children.

Mrs Naylor is in charge of all First Aid issues and if children require medication during the school day she must be made aware and take any necessary action.