

Deuparth Ffordd Ei Gwybod



Policy on Medication and Supporting Children with Medical Needs

The Full Governing Body has adopted this Policy.

Agreed: September 2025

Signed: *Julie Barton*

Mrs Julie Barton

Chair of the Governing Body

To be reviewed: June 2027

Mae'r polisi hwn wedi'i gymeradwyo a'i argymhell i'w fabwysiadu gan y Corff Llywodraethol Llawn.

Adrannau 449-462 o'r Deddf Addysgol 1996

Arwyddwyd: _____
Chair of the Governing Body

I'w adolygu: Haf 2027

YSGOL GARTH OLWG

Policy on Medication and Supporting Children with Medical Needs

This policy will help staff identify the necessary safety measures to support children with medical needs and ensure that they and others are not put at risk. In many cases, staff will not be able to administer medicines or support with other medical needs, until they have been trained to do so. The training must be done by a medical person and then written guidelines are required for any procedure.

Medication

Parents should, wherever possible, administer or supervise the self-administration of medication to their children. However, this might not be practicable and in such a case parents may make a request for medication to be administered to the child at the school/establishment. This request should be made in writing. No child under 16 should be given any medicines without their parent's written consent.

Prescribed Medication

Such medicines should only be taken into schools where it would be detrimental to a child's health if it were not administered during the day. Medicines should always be provided in the original container as dispensed by a pharmacist and include the prescriber's instructions for administration. Schools cannot accept medicines that have been taken out of the container nor make changes to dosages on parental instruction. In all cases it is necessary for the school to check:

- Name of child
- Name of medicine
- Dosage
- Written instructions provided by prescriber
- Expiry date

Controlled Drugs

Controlled drugs, such as Ritalin, are controlled by the Misuse of Drugs Act. Therefore, it is imperative that controlled drugs are strictly managed between the school and parents. If pupils refuse to take medication, school staff should not force them to do so. The school should inform the child's parents as a matter of urgency. If necessary, the school should call the emergency services. Passing a controlled drug to another child is an offence under the Misuse of Drugs Act. As with all medicines any unused medication should be recorded as being returned back to the parent when no longer required. If this is not possible, it should be returned to the dispensing pharmacist. It should not be thrown away.

Storage

Children will know where their medicines are stored and who holds the key. All emergency medicines (asthma inhalers, epipens etc.) will be readily available in the pupils class or carried by the pupil.

Self-Management

At secondary school children may carry, and administer (where appropriate), their own medicines, bearing in mind the safety of other children and medical advice from the prescriber in respect of the individual child. This should be clearly set out in the child's health care plan in agreement with the parents, bearing in mind the safety of other pupils. Staff should be aware of the need for asthmatics to carry medication with them (or for staff to take appropriate action) when, for example, participating in outdoor physical education or in the event of an evacuation or fire drill.

Sporting Activities Most pupils with medical conditions can participate in PE and extra-curricular sport. Any restrictions on a child's ability to participate in PE should be recorded in their health care plan. Some pupils may need to take precautionary measures before or during exercise and may need to be allowed immediate access to their medicines. (e.g. asthma inhalers).

Home to School Transport

Most pupils with medical needs do not require supervision on school transport. Parents should provide advice to drivers and escorts if required, so that they know what to do in the case of a medical emergency. Further advice can be obtained from the Corporate Health and Safety Unit.