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Headteacher: Mr Peter Hilton NPQEL, NPQH, MAEd

2nd March 2026

Dear Parents/Carers,

Medication/Treatments in school

We are now in the second term of Spring and soon, after the Easter, we will be into our Summer Term. As we move into the warmer season some children develop Hay fever symptoms, runny nose, itchy eyes, dry skin problems (eczema) etc.

Our school policy requires that all prescribed medication is brought to the school office (safeguarding for children) where parent/carer complete and sign a permission form to give or apply medication to their child during school time.

Some children may have a long-term illness which requires a Care Plan, these children have medication kept in a secure area within the class for easy access for an adult to administer in class or on trips.

Previously we have had a few incidents where a child has had medication/creams/lip balms etc in their pocket, school bag, and in their water bottle. You can only imagine the harmful dangers these can present to children, especially to those who have allergies.

LIP GLOSS IS NOT A NECESSARY APPLICATION NEEDED IN SCHOOL TIME.

If for some reason your child has been given over the counter medication from a pharmacist and it is necessary to be given or applied during school hours, you can either speak to a member of staff to explain the situation or come to the school reception area by the office for you to give or apply when necessary. **DO NOT GIVE TO YOUR CHILD TO SELF MEDICATE.**

If you are not sure, always speak to a staff member.

We hope this clears up any misunderstanding and we can continue to keep all our children safe in school.

Yours faithfully,

Miss Monerawela
Acting Headteacher



