



Dear Parent/Carer

**Re: Student Individual Healthcare Plan
Administration of Medicine during the School Day
Asthma Care Plans & Emergency Inhaler Consent**

Please complete this form if you require your child to be on the school Medical Register for 2022/23 and self-administer medication during the school day. This is for any medical conditions that will need consideration or medication in the school environment.

The school will only accept medication which is in the original container with dosage clearly visible. All controlled medicines should be brought to the school by the parent/guardian and handed personally to the office / Student Support staff.

We will contact you at the start of each academic year to review the plan and ensure there are no changes to your child's care within school. It is very important that our records are updated if the treatment is changed at a future date. This can be done by contacting the school at any time and speaking with Student Support.

Parents/guardians will be responsible for;

- Ensuring your child is aware of the dosage and confident in self-administering that dosage
- Ensuring that sufficient medication is available for use by your child in accordance with the prescription – i.e. school staff will not monitor quantity levels

If a dose is required to be taken during the school day, students should report to Student Support as arranged. It is your child's responsibility to attend at the appropriate time. Please inform the school if your child is on any other medication at home and any possible side effects.

If your child uses an **Epipen**, it is a requirement to have 2 onsite. In this case, please give one to your child and bring one Student Support. **Inhalers** should be carried by your child in school.

Please contact Student Support if you have any questions or queries.

Yours faithfully

Mrs Kelly Reynolds
Student Support Manager