

Dear Parent/Carer,



You may have been given medication for your child by your GP or by your child's hospital doctor.

Some of these medications may need to be given to your child when they are at school.

This letter will explain what you need to do if your child needs to take medicine at school.

### How much and how often should the medication be given?



When doctors **prescribe** medicine, it is very important to follow the instructions on the label. This information tells you **how much** medication to give, **how often** and **how** to give it.



If your child's medication does not have an instruction label please **take it back to your GP**. Ask them to make a new label for the medication.

If the medication does not have this label, **it cannot be given in school**.

## How much medication should I give my child?



Never change the **amount** of medication given for your child.

**Do not change how often** you give the medication.

Follow the **instructions** on the label.

The label **MUST** state **how much** and **how often** the medication is to be given.

## What if I'm worried that the medicine is not working?



Please **speak** to **your school nurse** or your **GP**.

Do **NOT** change the medicines yourself.

## Medicines at School



Your child's school will ask you if your child has any medicines during the school day.

If your child needs medicine during the school day, give the school the medicine in its **original packaging with the label** on them that says how much and how often the medicine should be given.

## Do I have to sign a consent form (agreement form) for my child to be given medicine at school?



The school will ask you to sign a **consent** form to say that you allow the medicines to be given by teachers or support staff.

Teachers and support staff will only give your child medication once they have had appropriate training.



Teachers and support staff are very careful to make sure there are no mistakes made in giving your child the right amount of medication at the right time. They are **not allowed to increase or decrease medication doses without the doctor's permission.**

## Can my child's medication be put in his/her food or drink?



Medicines must **NOT** be put into your child's food or drink at school unless your GP, hospital doctor or school nurse give their express permission.

## What about Medicine from Abroad?



If your child has had medication prescribed by a doctor abroad, please can you show them to your new GP and school nurse.

Your child's medicines will now be prescribed by their school doctor, a hospital doctor here or their GP in the UK.

Please make sure that you tell your school nurse, school doctor or hospital doctor about any medicines your child is already taking.

Medicines from around the world are different in their strength and effect.

The same medicine in France may be stronger than the same medicine in England, so not so much medication can be given.

It is very important that you do not mix medications prescribed in England, with medications brought from abroad.

Mixing them might accidentally cause an overdose of the medicine, or not give enough medicine for your child.

This can cause serious side effects for your child. **All of these things can be very dangerous for your child.**

### **What about medicine bought over the counter at a pharmacy?**



Please make sure that you tell your school nurse, school doctor or hospital doctor about any medicines your child is already taking.

### **What happens if I have any questions about my child's medication?**



Please get in touch with your GP, or your child's school nurse who will be able to help you.