

DURHAM



SCHOOL

MEDICATION POLICY

A range of non-prescription medicines is kept in the Medical Centre. These are supplied for boarders and for occasional use by day pupils in urgent cases only. The Medical Centre nursing staff will also administer prescription medicines, subject to the usual permissions, during the school day. A consent for the administration of medicines form must be completed and given to the Nurse with the medication. This form is obtainable from the School Nurse, within this pack or you can download one from our website www.durhamschool.co.uk

For those pupils requiring treatment or medication from a specialist consultant, an emergency action plan detailing the treatment and medications necessary and appropriate drug therapy may be requested by the School in addition to the Medical Questionnaire.

Medications

If your son/daughter is prescribed any medication to be taken during the school day, it is advised that this medication be administered from the Medical Centre. The medication must be pharmacy labelled and contain name, dosage and time to be given. Extra labels can be obtained from the dispensing pharmacy on request (asthma inhalers excepted).

Analgesics

Permission for the administration of analgesics and other simple medications must be given on the medical questionnaire. Otherwise we cannot administer them. Please advise on the medical questionnaire if you do not wish your son/daughter to be given any of the following: paracetamol or ibuprofen (Ibuprofen is not given to under 16's unless prescribed by a G.P.). If your child is taking Migralve, a separate permission slip is requested (and enclosed for completion).

Non-prescription medicines

Consent for the giving of all non-prescription drugs must be obtained from the parent/guardian of all pupils. The medical questionnaire sent out on admission to the School contains simple 'yes/no' consent for basic non-prescription medications that are held in the Medical Centre. Parents may update the nursing staff by letter if they wish. Renewal of consent may be asked for periodically. Non-prescription medications kept in the Medical Centre are:

Paracetamol, Ibuprofen, Gaviscon, simple linctus, Sudafed, codeine linctus, Benylin Expectorant, Piriton, Lemsip, Optrex eye bath, heat sprays, cold sprays, Antisan, Waspeeze, calamine lotion, TCP and Ralgex cream. We also keep a small stock of antihistamine preparations for exceptional use. Separate consent must be obtained from parent/guardian for the administration of antihistamines for hayfever sufferers.

Hay fever

If a child needs to take an antihistamine preparation for hay fever, it should be taken before the start of the school day. Most modern medications are a once-daily dose and can be obtained via the GP or over the counter at your local dispensing pharmacy. If an anti-histamine needs to be administered during the school day, it should be sent into the Medical Centre in a pharmacy-labelled box with the prescription and pupil's name upon it. Appropriate consent forms must be sent with the medication. Your dispensing pharmacist will dispense extra labels and boxes if you ask them. Consent forms for the urgent administration of Clarityn or Cetirizine are enclosed with this mailing and further copies may be obtained from the Medical Centre.

Asthma management

The staff encourages independence and self-management in children with asthma. Their reliever inhalers should be carried on their person at all times. These should be labelled with their name and date of birth so that they can be quickly returned in case of loss. This is of help during sports activities when the inhalers are left by the side of the pitch. The nursing staff will store extra inhalers labelled by the pharmacist on request in the Medical Centre.

Diabetes management

The nursing staff are pleased to work with the family and pupil suffering from diabetes to achieve independence and self-management. A care plan will be established, working closely with the pupil, health professionals and the family. We would request that the pupil carries a sugar substitute at all times on their person. Lucozade and alternative forms of carbohydrate are kept in the Medical Centre for emergency use.

Epilepsy management

The nursing staff are pleased to work with the family and pupil suffering from epilepsy to achieve independence and self-management. A care plan will be established working closely with the pupil health professionals and the family. Emergency medication will be kept in the Medical Centre labelled as previously detailed and with instructions for use by the doctor in charge of the treatment and with the relevant permissions.

Prescription medicines

Those that are needed during the school day should be administered from the Medical Centre for the safety of the pupil and other children. A consent form may be obtained from the Medical Centre or hand-written by the parent or guardian and the medicine supplied must be pharmacy-labelled. Medications will be stored in a locked metal cupboard in the Medical Centre. Please keep us informed about changes in pupils' medicinal needs.

Antibiotic therapy

Some liquid antibiotics need to be kept at a cool temperature. They should be sent to the Medical Centre for dispensing. Please ensure that they are placed in a clear plastic bag to prevent leakage and are appropriately pharmacy labelled and accompanied by a request form for administration. Some antibiotics do not need to be taken during the school day. Your pharmacist will advise you whether this is the case or not.

Record-keeping

A record will be kept of any treatment and medication (prescription or otherwise) that has been given. However, this information is confidential to the pupil.

Prescription medicine administration procedure

The pupil's name and date of birth will be checked against the medicine.

The consent form will be checked.

An allergy history will be obtained.

Dose and expiry date will be checked.

A record of the administration will be made, signed and dated.

If in doubt, the parent will be contacted and a verbal consent taken.

If a child refuses, the staff have no power of enforcement.

The onus is on the child to come to the Medical Centre at the appropriate time.

The parents will be notified if a child refuses in the best interests of that child.

Emergency services will be called if a refusal compromises a child's safety.

Anaphylactic Management

Nursing staff are pleased to work with family and pupils with severe allergies(anaphylaxis). We encourage the child to carry their epipen on them at all times. We request that a spare epipen is brought into the Medical Centre. There is a spare epipen located in the Kitchen for emergency use. All teaching and pastoral staff at Durham School have been trained in administration of an epipen should the pupil not be able to do so him/herself.

References: DFES Guidelines on the administration of medicines.