

Tuesday 11<sup>th</sup> February 2025

### **Administration of paracetamol in school**

Paracetamol will **only** be administered if it would be detrimental to the student's health or school attendance not to do so. If your child is not well enough to be in school, they must remain at home.

Parents/carers will be asked to complete an agreement to confirm they consent to staff administering such medication and to confirm that the student has not suffered an adverse reaction to the medication in the past.

Where school staff administer medicines in accordance with a medical plan or written agreement with parents/carers, in order to avoid any errors, the name and the dose will be checked by another member of staff and the record of the dose countersigned by them. The school will keep a record of all medicines administered.

We are only able to accept paracetamol that is:

- in-date
- labelled
- handed in by parent/carer at school reception **only** (unable to accept on the school gate) and must be collected at the end of the school day.

The medication will be kept in school for 3 days, after this time it will be disposed of. We will only administer the medication if needed by the student. You will be notified with a message via MCAS if your child has required a dose throughout the school day.