

Medicine Policy

Revised: June 2020
Review date: As appropriate

Covid 19 appendix

As the office is closed and usual access to the medical room is limited the following now needs to happen:

All medication will continue to be stored in the medical room, with named pockets for each child. This provides a central area where all medication is kept so that there is no confusion in an emergency situation.

Children requiring short term prescribed medication e.g. anti-biotics

- Parents will need to complete a medication form (via email) arranged by Miss Kennedy prior to their child attending school
- Medication will then be handed by the parent to Miss Kennedy by prior arrangement when the child is dropped off
- The medication will be stored in the medical room
- Miss Kennedy, wearing full PPE will then administer the medication to the child in their 'bubble.'
- The medication will then be returned to the medical room

Children requiring prescribed medication as needed e.g. asthma pump

- If a child requests specific medication e.g. asthma pump they will inform their teacher as usual
- Their teacher, using the walkie talkies will then inform Miss Kennedy in the office
- Miss Kennedy, wearing full PPE will then administer the medication to the child in their 'bubble.'
- The medication will then be returned to the medical room

Children requiring emergency medication e.g. epi-pen

- In an emergency situation an urgent call will be put out via walkie talkies to the office and SLT
- A member of staff from the bubble may in this situation leave their bubble and go to the medical room to collect the emergency medication
- The child will receive their emergency medication as quickly as possible

Other first aiders in school

Gloria – full

Hamere - paediatric
Melissa- paediatric
Domonique – paediatric

In Jay's absence other staff will be expected to attend to an emergency