



St Mark's C of E Junior School

**Growing together,
becoming all we are created to be.**

Bringing Medicines into School Reminder!

Dear Parents/Guardians,

I am writing to remind you of the school policy on medicines in school which states:

'medicines are only to be taken into school when it is essential for the child to do so, that is where it is detrimental for the child's health if the medicine were not administered during the school day.'

Medicines cannot be administered unless a letter is written by the parent or the school administering medicines form has been completed.

The letter must contain the following information:

- Child's name and class
- Name of the medicine
- Dosage instructions

The medicine must be in the original container and not have passed the expiry date.

Please also note that medicines must be handed in at Reception by an adult and not be brought into school by the pupil for their own safety and also the safety of others.

Thank you for your cooperation

Yours Sincerely

Mrs Angharad Fitch
Headteacher