

Rowdown Primary School

Permission to administer prescribed medicine

Child's name	
Class	
Name of medicine	
Dose to be given	
When to be given (time)	
Any other instructions	

Name of Parent	
Emergency Contact number	

Please read the following notes:

- ❖ The school staff are not obliged to administer any medicine and the school reserves the right to refuse a request for a medicine to be administered.
- ❖ It is the responsibility of the parent / carer to supply the right amount of medicine and the correct equipment to administer the medicine.
- ❖ It is the responsibility of the parent / carer to deliver and collect the medicine at the beginning and the end of the day from the office.
- ❖ If the medicine is ongoing it is the parent's / carer's duty to keep the supply of medicine up to date and inform the school of any changes to the prescriptions.
- ❖ A copy of this form must be kept in school and then kept in the child's school file once the medicine administration has come to an end.
- ❖ The parents can request a copy of this permission form.

Signed.....

Date.....