



Administering Paracetamol in School

Dear Parent/Carer,

We are unable to administer ibuprofen or any medication that contains aspirin to students at school unless prescribed by a doctor. However, to best support our students we have recently reviewed our school medications policy to enable our students to be given a dose of paracetamol if necessary; after other efforts have been made to ease their pain.

If a student still complains of pain even after having a drink, sitting quietly or lying down, we will contact you by phone to ask permission to give one 500mg dose of paracetamol. A written record will be kept when the paracetamol is given and an entry made in their planner for your information.

It is a legal requirement that the school has written permission from parents/carers before a child is given paracetamol. Therefore, please complete the slip on the reverse of this letter and return to Ms Mullaney, Medical and Pastoral Administrator, which asks you to indicate your consent to the school giving paracetamol in the event of headache, toothache, period pain etc. The school will contact you by phone before any paracetamol is given, to obtain your verbal consent and to confirm whether your child has taken any medicines before attending school. Please ensure that we always have your up to date contact number and make sure you inform us of any changes. Please note paracetamol will not be issued without written and verbal consent.

Yours faithfully,

Miss Harrison
Headteacher
The Archer Academy



Administration of Paracetamol - Parental Consent

I,(parent/carer) give/do not give permission for 1 dose of paracetamol to be given to my child (named below) in the event of headache, toothache, period pain etc following a telephone call from the school.

Child's Name

Child's Class

Signed.....

Date..... Parent/Carer

*please return this form to Ms Mullaney, Medical & Pastoral Administrator