



## To all new Parents

### Medication in School

It is important that I write to you as parents of pupils joining the School to inform you about our guidelines regarding medicines. Should you need to let us know that your child is asthmatic, diabetic or an Auto Adrenaline Injector user or that he will require medication in School for use during school hours, a Medical Form A needs to be completed and I would ask you to please note the following carefully.

**If any of the below applies to your son (medical conditions including asthma, allergies, diabetes etc.) - please complete a 'Medical Form A' which is online on our School Website at [www.agsb.co.uk](http://www.agsb.co.uk) under Admissions/Induction, with your son's details.**

1. If any boy has been prescribed an asthma inhaler by his doctor, it is the responsibility of parents to ensure that your son carries his inhaler in School at all times. In line with our Asthma Policy, the School will provide storage facilities for in-date, correctly labelled "back-up" inhalers. It is parents' responsibility to ensure that this inhaler is in date. Our Asthma Policy is available on our website. [Asthma Policy](#)
2. With regard to medical conditions that require an Auto Adrenaline Injector: a minimum of one in-date Auto Adrenaline Injector should be carried by your son at all times and at least one spare in date Auto Adrenaline Injector should be stored in the School Office in a **compact** pack that includes your son's photo, name, date of birth and information about his condition. A care plan for all Auto Adrenaline Injector users must be completed and will be sent to you separately.

**Parents are responsible for ensuring that Auto Adrenaline Injectors are within date. We strongly recommend that students who have been prescribed an Auto Adrenaline Injector should carry at least one with them, as this will ensure there is minimal delay in the case of an emergency.**

3. If any pupil requires medication, which is to be stored in the School Office, please ensure that, this is clearly labelled with the boy's name and all relevant information about his condition and the medication.

**If any medication is being carried by your son or being held in the Office, a Form B will be sent out for completion separately.**

4. Should your son require short-term medication, this can be stored in the School Office but please send the medication into School clearly labelled with your son's name, date of birth and complete a Form B which includes information about the medicine and dosage.

You will appreciate that it is extremely important that the above system be adhered to so that any medical emergency can be dealt effectively and in line with our duties and policies.

If you have any queries regarding this matter, please do not hesitate to contact me, Mrs Passey in the School Office, or Ms Cathcart, our Assistant Head (Inclusion) and SENDCo.

Yours faithfully

*M Soulsby*

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Assistant Head - Development