



## Winwick CE Primary School

### REQUEST FOR THE SCHOOL TO GIVE MEDICATION ON A RESIDENTIAL VISIT – CONWAY RESIDENTIAL TRIP

I request that \_\_\_\_\_ (name of pupil) be given the following medication while attending the residential visit.

Name of Medicine	Duration of Course	Dose Prescribed & Frequency to be Taken	Date Prescribed	DATE & TIME OF LAST DOSE GIVEN ON MORNING OF VISIT:	Day and Time(s) to be given:						
					Wednesday Lunch	Wednesday Evening	Thursday Morning	Thursday Lunch	Thursday Evening	Friday Morning	Friday Lunch
<b>SCHOOL USE</b> Administered / Observed by: Signed – Members of Staff:											
<b>SCHOOL USE</b> Administered / Observed by: Signed – Members of Staff:											

The above medication has been prescribed by the family or hospital doctor. It is clearly labelled indicating contents, dosage and child's name in full and is in its original packaging with correct implement for administering the medication dosage.

I understand that the medicine must be **delivered to the school by a parent** or the **adult named below** and handed to a member of school staff attending the visit, the day before the visit (or on the morning of the visit if the child needs their medication before they come to school that day. **Adult delivering medication:** \_\_\_\_\_

I accept that this is a service which the school is not obliged to undertake and also agree to inform the school of any change in dosage. I **give permission** for a member of school staff to administer the medication detailed above and/or to supervise my child taking their medication (if this is usual practise).

**Signed:** \_\_\_\_\_ **Name:** \_\_\_\_\_ (Parent/Carer) **Date:** \_\_\_\_\_

*Note: Medication will not be accepted by the school unless this form is completed and signed by the Parent or Legal Guardian of the child and that the administration of the medicine is agreed by the Headteacher. The Governors and Headteacher reserve the right to withdraw this service.*