



# The Featherstone Academy

7 February 2018

Dear Parent/Carer

## ADMINISTRATION OF MEDICATIONS

I am writing to clarify the situation in school with regards to the administration of medication to students.

If your child has been prescribed medication by a doctor that they need to take during school hours, please ensure the medication is sent to school together with a letter from yourselves giving instructions as to the frequency and dosage.

Please note that the Academy does not stock over the counter remedies / mild painkillers such as paracetamol, ibuprofen or aspirin. If your child is suffering from an ailment that requires this type of medication, it is important that it is sent to school in an envelope with your child's name on and handed into reception, together with your letter of authority allowing the academy to dispense the medication according to your instructions.

Should you have any queries regarding this matter, please do not hesitate to contact the academy.

Yours sincerely

Mr W Besh  
Head of School