



## Medications in Hob Moor Oaks Academy

Request form for medication to be administered during the school day **(Short Term Use)**

The administration of medicines must remain the responsibility of the child's parents, Hob Moor Oaks staff will support the administering of medication in accordance with our medication policy. **We cannot take responsibility for giving medicines which are for the treatment of serious conditions without a medical health care plan in place.**

Medication cannot be administered to your child unless this form is completed.

### Child's details

Name:..... Date of Birth:.....

Allergies: YES / NO If yes please give details:.....

Name of Medicine	
Condition that is being treated	
Duration of treatment (e.g. One week, indefinite)	
Dosage & method	
Time to give medicine	
Are there any possible side effects we need to know about?	
Procedure to take in an emergency	

**Medicines must be in the original packaging and clearly labelled with the prescription label.**

If a child is travelling by transport, all medicines must be handed to the Passenger Transport Assistant (PTA) and he/she will hand them to a member of the class team on arrival.

Signed..... Date.....

Relationship to the child:.....

**To be completed by Member of Staff** Hob Moor Oaks agrees that the above medication will be administered to this child in accordance with the parental request.

Signed..... Date..... Relationship to the child:.....