

MEDICINE POLICY



It is very important that medicine is **NEVER kept in your bag** for any children because this is not safe (even an inhaler)

NO MEDICINE



NO MEDICINE IN YOUR BAG!

Please tell a **Ray of Sunshine Staff Member:**

- if you have medicine in your bag
- if you took medicine today

Your Parent/Guardian needs to complete a medicine form before we can give you any medicine



You **MAY NOT** take any medicine yourself without a staff member knowing. You must have special permission from your parents



ONLY a staff member can give you medicine unless you have special permission

Two staff will always be with you if you need to take medication and record it on a form - your parent/ guardian will then sign it when they collect you

If you use an **inhaler** and need it, please tell a staff member



If you use an EPIPEN, make sure that you give it to the staff member to store safely



If you suddenly get a temperature, your parent/ guardian would have given us permission to give you eg. Calpol - we will always call your parent/ guardian before giving it to you



Your medicine will always be taken on outings

Please make sure you always have a bottle of sunscreen with your name on it, that will be kept at **Ray of Sunshine**.

