



Infant Site Church Street, Wingate, TS28 5AQ • Tel: 01429 836843

Junior Site Moor Lane, Wingate, TS28 5BA • Tel: 01429 836843

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9th July 2025

Dear Parents/Carers

Medication in School

End of term disposal

On the last day of term your child's medication must be collected from school – this includes any prescribed medication, creams, inhalers or EpiPens, if for any reason your child will not be in school on the last day of term you must make arrangements to collect this at another time – medication cannot be left in school over the summer holidays.

New term requirements

If your child still requires any of the above medication in September or has been newly prescribed any over the summer holidays, you will need to come into school and complete a new medication form with a member of staff in your child's year group – we need to request this consent on an annual basis. There are forms for short term and long term for any medication that your child may need in school and these must be completed before we can administer to your child in school.

Support staff will be available on **Tuesday 2nd September**, the day before term starts, between **9.30am – 10.30am** to complete these forms with you, alternatively come into school on the first day of term to complete.

Any medication and creams coming into school must be in the original box, with the child's name instructions for dosage and in date.

Following updated guidance, you will also need to provide us with a copy of your child's Asthma plan if they are over six years old. Can you please arrange to obtain a copy of this over the Summer holidays.

Please note that if your child is prescribed any new medication they cannot come into school until 2 hours after they have taken their first dose.

Regards

Marie-Louise Binks

Mrs Marie-Louise Binks
Head Teacher

Head Teacher: Mrs Marie-Louise Binks B.Ed. Hons NPQH • **Chair of Governors:** Mrs R Wilson

