



Administration of Medicines Occasionally it is necessary for a child to take a medicine during Camp.

In these exceptional circumstances it is necessary that:
Medicines are administered by a trained First Aider at Work,
or a member of staff trained in basic first aid.

Parents may also come on to the school premises to administer medicine to their own child. Full instructions are available;
The medicine is delivered to Art Camp in the original container as supplied by the doctor or pharmacist with the child's name and dosage clearly stated;

Only the stated dose is given at the times specified;
Medicines are kept in staff controlled areas, not accessible to children;
Records of all medicines administered are kept, including to whom and by whom they are administered and when they are administered;
Records are kept and updated on specific long-term illnesses of individual pupils;

Parents sign a consent form available from Art Camp allowing the medicine to be administered by Art Camp First Aider,
No child is allowed to administer his/her own medicine other than in exceptional circumstances recommended by their GP;
Children are allowed to carry their own inhalers and self-administer if required;

All staff are trained in the use of specialist emergency medication (such as EpiPens). Should the need arise the emergency services will always be contacted following use of an EpiPen;
Parents have the responsibility for ensuring long-term medication is renewed in a timely fashion and medicines are not out of date