



"Let your light shine"

St. Mary's CEVC Primary School  
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Dear Parents/carers,

Just a reminder of our school policy regarding medication. Please see the following [link](#) to our Medication Policy.

- School staff are not able to give **non-prescribed** medication to pupils, unless written consent has been given. The form attached must be filled in and both the medication and the form need to be handed into the School Office.
- In the majority of cases, this medication would only need to be administered short term. If your child has a medical condition which requires long term **non-prescription** medication, then we would collaboratively write a medical care plan for your child.
- Parents / Carers will need to collect **non-prescribed** medication at the end of each week, from the School Office.

We have a lot of non-prescription medication in the office, including Calpol, children's paracetamol and antihistamines. If you think any of these might belong to you, please come to the office to collect them by Friday. Any out of date **non-prescribed** medication, will be thrown away next week, if it is not collected. All forms mentioned above can be found on our [school website](#).

Kind regards,

The School Office  
St Mary's CEVC Primary School  
Oakfield Road  
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