

Consent Form to Administer Medicines

The school staff will not give any medication unless this form is completed and signed.

Dear Headteacher

I request and authorise that my child *be given/gives himself/herself the following medication: (*delete as appropriate)

Name of child	Date of Birth
Address	
Daytime Tel no(s)	
School	
Class	
Name of Medicine:	
Reason for medicine:	
Special precautions	
e.g. take after eating	
Are there any side	
effects that the school	
needs to know about?	
Time of Dose	Dose
Start Date	Finish Date

This medication has been prescribed for my child by the GP/other appropriate medical professional whom you may contact for verification.

Name of medical professional:	
Contact telephone	
number:	

I confirm that:

- ✓ It is necessary to give this medication during the school/setting day
- ✓ I agree to collect it at the end of the **day/week/half term** (delete as appropriate)
- ✓ This medicine has been given without adverse effect in the past.
- ✓ The medication is in the original container indicating the contents, dosage and child's full name and is within its expiry date.

Signed (parent/carer)	
Date	

ADMINISTRATION RECORD

Name of child	
Date of Birth	
Name of Medication	
Expiry Date	

DATE	TIME	DOSE	SIGNATURE and NAME	COMMENTS