



WILLIAM HARDING SCHOOL
Aim high... Work hard... Be kind...

WILLIAM HARDING SCHOOL

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Head Teacher: Miss T Cotchin BA(Hons) PGCE NPQH



02 February 2024

Dear parents and carers,

Re: Medications

At William Harding we want to be able to support your child's health needs. In order for us to do this we need to work closely with our families to gather the right information and put in Health care plans for longer term conditions when needed.

If your child has any short-term conditions though requiring medication please can you remember the following points: -

1. Prescribed short-term medications - please bring them to the office and ask to see myself, Mrs Collins - Medical FLO. I will support you to fill in the relevant paperwork. To save time we also have the medication form on our website if you wish to print, complete and bring it with you.
2. Short term medication course - We are only able to accept short term medication that needs to be administered four or more times a day. Any less than this can be spread over the hours they are not in school.
3. Non-Prescription Medication - As a school it is our policy NOT to administer, or keep on site, any non-prescription medications.

All our policies are available on our website. If you would like to confidentially discuss any medical issue, please contact me.

We would like to thank you for your support in this matter.

Kind regards
Mrs. Collins
Medical FLO

Our School Values are: Inclusion, Perseverance, Honesty, Respect, Responsibility and Collaboration.

