

Headteacher: Gemma Cottingham BA (Hons), PGCE, PGDELM
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12th September 2022

Dear Parent/Carer

At Parkwood E-ACT Academy we have a team of staff supporting children with medical needs. If there has been a change in your child's medical needs over the summer please ensure you contact your child's progress team. The Academy first aid lead is Ross Thompson ross.thompson@pwa.e-act.org.uk. Any prescribed medication must be handed into reception by the parent/carer so we can support your child in ensuring this is taken appropriately.

We understand that from time to time you child may become ill and on occasion need non-prescribed medication. We ask that this is also brought to reception by the parent/carer. Written permission is required in order for us to be able to give your child non-prescribed medication such as paracetamol should they need this in the day. We will always ring you to inform you of this.

If you give permission for your child to receive paracetamol during the school day should they need it, please complete and return the consent form below.

All policies and first aiders can be found on the academy website.

Yours sincerely

G. Cottingham

Gemma Cottingham
Headteacher



Parental agreement to administer non-prescription medication

I agree to the Academy administering the following non-prescription medicines, which may be reasonably required to be administered to my child for health reasons from time to time.

<ul style="list-style-type: none"> Paracetamol 	Yes	No

I confirm that my child has not suffered an adverse reaction to the above-mentioned medications in the past.

The above information is, to the best of my knowledge, accurate at the time of writing and I give consent to the Academy's staff administering medicine in accordance with the Academy's policy. I will inform the Academy immediately, in writing, if there is any change.

Student Name _____ Year Group _____

Parent/Carer Signature _____

Date _____

