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Head teacher Sarah Taylor  
BA Hons QTS NPQH

09 May 2022

Dear Parent/Carer

### **Health and Safety - Medicines in School**

Please note that with immediate effect we will only be able to administer prescription medicines in school and only when we are in receipt of a fully completed request to administer medicines form - these can be found on the school website.

Should your child require non-prescription medicines we would ask that these are administered before coming to school - should an additional dose be required during the school day we will ask that you come to school to administer.

Many thanks

Ruth Umpleby

Senior Administrator