

Liverpool City Council Children's Service
Information on Medicines to be given during school hours

To the Parent/Carer of _____

It is very important that medicines you wish the school to administer are authorised by your General Practitioner, Hospital Consultant or appropriate health professional. Without their signature, authorised staff cannot give any type of medicines to the child in school.

Would you kindly ask your Doctor/Consultant to check and verify the information on the attached form and sign it to show that it is correct as per the prescription. You will need to have a new form completed if the type and/or dosage of medicine is changed. These forms are available from the school administration office. Please could you also complete the home and emergency contact information below for our records.

Thank you for your co-operation.

Yours sincerely

Mrs C Sergeant
Headteacher

Parental Contact Information

Name: _____

Address: _____

Tel No: _____

Emergency Contact Information

Name: _____

Address: _____

Tel No: _____