Headteacher: Mrs. C. Vallance
Church Square
Leighton Buzzard
Bedfordshire, LU7 1EX
01525 374907

office@leighton.cbeds.co.uk
www.leightonmiddle.org.uk
www.facebook.com/leightonmiddleschool.lms
www.twitter.com/leighton_middle

Our aim is to create a happy school where every member feels valued and able to achieve personal excellence.

Date: June 2026

Ref: CV/aj

Dear Parents and Carers,

Medication in School

As you are probably aware the Health & Safety rules in school, as in most institutions, have become more rigorous. Therefore, the school's policy on administration of medication has been reviewed.

1. If your child has asthma and uses an inhaler he/she may carry it with them and use as directed by your doctor. One may also be left in the school office. Please complete the slip below.

2. If your child is prescribed with an autoinjector, they must leave one or two devices at the school office. They may also carry one with them. Please ensure the school is aware your child may suffer a severe allergic reaction and complete the attached form and slip below.

3. No other medication may be carried by children at any time.

4. Medication should be administered at home before and after the school day. If it is necessary for a child to be given medication during the school day a parent may visit at an appropriate time to do so, preferably during lunchtime.

5. The school will only administer medication under exceptional circumstances. In such cases the parent should bring in the medication and complete the relevant forms. Medication will only be administered by staff if they are in the original pharmacist's container or pack and in date.

Yours sincerely,

C Vallance
Head Teacher

✂.....

LEIGHTON MIDDLE SCHOOL – UPDATE OF MEDICAL RECORDS

Pupil..... Form .....

My child has no medical condition ☐ has asthma and uses an inhaler ☐ uses an epipen ☐

Any other medical information the school should be aware of .....

.....

Signed ..... Date .....