

Administration of Medicines

The person responsible for dealing with the administration of medicines in accordance with the Managing Medicines in Schools and Early Years Settings Issue 2 Document, including keeping records of parental permission, keeping medicines secure, keeping records of administration, and safely disposing of medicines which are no longer required is:	First: Tracey Dale
	Deputy: Eve Maddison & Catherine Zucconi
The person responsible for the dealing with the administration of controlled drugs such as Ritalin in accordance with the Managing Medicines in Schools and Early Years Settings Issue 2 Document, including keeping records of parental permission, liaising with the providing pharmacist, keeping medicines secure, keeping records of administration, and safely disposing of medicines which are no longer required is:	First: Tracey Dale
	Deputy: Eve Maddison & Catherine Zucconi
The person(s) responsible for undertaking and reviewing the Health Care Plans of pupils with medical needs is:	Eve Maddison & Catherine Zucconi

Asthma Inhalers / Epipens

The person responsible for the supervision and storage where appropriate of asthma inhalers/epipens is:	Eve Maddison, Catherine Zucconi & Tracey Dale
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