



Pensby High School

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Headteacher: Mr K Flanagan

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Dear Parents and Carers

As we start a new academic year, I am writing to remind you of the procedure to be followed if you need to send any medicines or for, example, an anaphylaxis auto-injector / EpiPen in to school, or even an inhaler. We want to make sure that we keep your children safe and that the use of medicines within school is helpful. To ensure this, we need to understand what we are giving and when it should be given – we cannot take a risk with your children. To make sure that we can do this, we can only take medicines to administer in a way that allows the process to be safe. We need any prescribed medicines to come into school in their original packaging, with the pharmacist's instruction attached to the packaging please. To be safe, we need these clear instructions on when, how much and what we are giving to your children. We will not give medicines to children if they do not come with written instructions in any case, bar one exception: insulin; it simply is not worth the risk to your children to do anything else. We will ask for you to provide a replacement in the packaging with the instructions. However, with insulin, given that this comes in a pen or pump and is matched to individual circumstances, we understand that different doses can happen on a regular basis as bloods are managed.

Can we ask though, that two EpiPen's or equivalents are sent into school please; one with your child and one sent to school as a spare. Can I also ask that you note the date of expiry and send a new EpiPen into school as they expire. We always have a spare generic EpiPen on trips and visits which is there for emergencies, but we can lose time retrieving these and it is much safer to have an in date EpiPen with your child at all times. Please do remind your child of how to use the EpiPen and to bring their EpiPen to school.

I would like to also highlight recent concerns around students sharing medication (usually paracetamol) with their peers which they have brought in to school from home. If you could speak to your child about the potential dangers of this practice and ensure that they only bring one dose into school for the day they require it as there are significant risks if taken beyond the stated dose, particularly if a student takes paracetamol from more than one of their friends.

If you have any concerns around medication for students who are new to the school, or indeed medication that is new to the student, please contact the school and we can arrange appropriate support, as per the medical diagnosis and treatment plan. It would help if the diagnosis was shared ahead of time, as we cannot plan without the formal diagnosis and we could make things worse by acting without full information. We want more than anything to make the school safer for your children.

Yours faithfully

Emma Price
SENCo/Inclusion Manager