



# Cwm Glas Primary School

Colwyn Avenue, Winchwen, Swansea SA1 7EN



A CITY & COUNTY OF SWANSEA SCHOOL. It's down to you and you can do something about it.



BASIC SKILLS AGENCY'S QUALITY MARK AWARD



Visit us...

**Headteacher: Mr. N. Craven-Lashley B.A. Ed. (Hons) NPQH**

**Deputy Head: Mrs. R. Edwards B.A. Ed. (Hons)**

**e-mail: Cwm.GlasPrimary@swansea-edunet.gov.uk** **www.cwmglasprimary.org**

**Phone: (01792) 771693** **Fax: (01792) 796054** **@CGPrimary**

Follow us...



## Request for the Administering of Prescribed Medication in School

(Updated Dec'17)

Dear Parents/Carers,

The shaded areas below must be completed before medicine can be administered to any child in the school. This is essential in the interests of safety and therefore we expect all parents to cooperate with this request. Please make sure that **all** medicines (including asthma pumps) are **clearly labelled** with the child's name. Check also that medicines have not exceeded a **best before date**.

On rare and immediate occasions, school may contact you to achieve consent over the phone for basic things such as a plaster or Calpol. Whilst these are **not** considered prescribed, it is still essential to gain **consent**.

Yours sincerely,

Mr. N. Craven-Lashley  
Headteacher

Please cut off and return this section to your child's teacher or hand to the school Admin Office staff.

I, (name of parent / carer)			
of (address)			
am the parent / guardian of		Child DOB	
request that my child be administered (medicine name on the container)			
at this dose			
Time of administration			
Medicine expiry date			
Duration of treatment			
Parent / Guardian signature		Date	



BECTA IT Quality Mark

Investors In People Award

NQA Healthy Schools Award

Eco Schools Award

Swansea Schools Choral Winners

Eco-Flag

Active Marc Cymru

Swansea In Bloom

Swansea Sustainable Schools: Bronze