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| positive_bi_40mm  BSQS_Logo_low_res cutpennar community school logo | Pennar Community School **Ysgol Gymunedol Pennar**  Owen Street, Pennar, Pembroke Dock, Pembs, SA72 6SL  Tel: 01646 684402 Fax: 01646 685056  [https://encrypted-tbn3.gstatic.com/images?q=tbn:ANd9GcR0CY51cNuMEQSY_ZUJFepAOZLfQf6Lp4_CGnFmE7oEGtTUnbCi](https://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=&url=https://www.udmercy.edu/about/positively-detroit/palmer-park/&psig=AFQjCNHmhLRT8oGhqO7NNWS90WikiZeJMQ&ust=1467275903409246)  **Email: admin.pennar@pembrokeshire.gov.uk** Headteacher: Mr. D. McGarvie - PennaethWebsite address: pennarcommunity.pembrokeshire.sch.uk |

21st November 2018

Dear Parents

I am writing to inform you of some guidelines given to us via our School Nurse with regards to the **administering medicines** during the school day.

* Only “GP prescribed” medicine which states **4 times** a day can be given in school. If medicine is needed 3 times per day a dose can be given before school, home time and bed time.
* We are not allowed to administer shop bought medication i.e Calpol/ Ibuprofen. The advice we have received, should your child need paracetamol for a mild illness, is that they are to have the prescribed dose before school, and then again when they return home at the end of the day.
* Any other medication would need a Doctor’s letter accompanying the item.
* Adminstration of inhalers for asthma will remain the same.
* If your child has a Health Care Plan in place with the school, medicines administered in relation to this will also remain the same.

Yours sincerely

Mr D McGarvie

**Headteacher**