



THE GRANGE SCHOOL

Mr V Murray – Headteacher

January 2025

Dear Parent/Carer

Re: Medication in School & Toilet passes

Wishing you a Happy New Year!

Below are some reminders regarding student medication and toilet passes.

Medication:

If your child requires any medication in school such as paracetamol, ibuprofen, cough medicines etc, these must be provided by Parents/Carers and brought into school for them. Any medication that students bring in themselves must be dropped off to First Aid and should not be kept with them throughout the school day.

Once they have been brought in, the medication will be named including the child's form and stored securely in First Aid for future use, unless it is requested that the medication be brought home at the end of the day.

We have a timeframe in which it is safest to give medication. This timeframe is **12pm-2pm**. This ensures that doses of medication are not given too close together, after potentially having medication at home before the school day or going home and having another dose.

If medication is required outside of this timeframe, we will call home to confirm that Parent/Carer is happy for us to give them medication.

Toilet Passes:

Students are allowed to use the toilet during their lessons if they ask their teachers, although we discourage this. Going to the toilets in lesson will be recorded on Satchel as a toilet request but will not deduct any behaviour points.

Toilet passes can be given to students that have a proven physical medical need to use the toilet more frequently and potentially often during lessons. To request a toilet pass, the student must have medical documentation from a GP or Consultant stating a diagnosis, or a medical reason that they must be allowed access to the toilet more frequently.

If you have any questions, please do contact First Aid via Miss Powell at: rpowell@grange.bucks.sch.uk

Yours faithfully

Miss R Powell
First Aid Officer