



Bury St Edmunds All-Through Trust
Horringer Court

Headteacher: Mrs Tania Johnson

Glastonbury Road, Bury St Edmunds, Suffolk IP33 2EX
Telephone: 01284 755626
Fax: 01284 704494
Email: hc.admin@burytrust.org
www.burytrust.org/horringer

The school will not give your child medicine unless you complete and sign this form.

DETAILS OF PUPIL

Surname Forename (s) Class
Address
Date of Birth
Condition of Illness

MEDICATION

Name/ Type of Medication (as described on the container)
For how long will your child take this medicine
Date dispensed Date of Expiry

FULL DIRECTIONS FOR USE

Time Special Precautions
Side Effects YES/NO
Self-Administration YES/NO
Procedures to take in an Emergency

CONTACT DETAILS

Name Daytime Telephone No(s)
Relationship to Pupil
Address

I understand that I must deliver the medication personally to the office staff and accept that this a service, which the school is not obliged to undertake. Whilst we are happy to help administer medication in school it is the responsibility of the parent/ carer to make sure the medication is in date and in school e.g. inhalers for school trips and visits. Parents are asked to remind pupils to come to the office at the given time for the medication to be administered; and it is not the responsibility of the staff to remind pupils. Out of date/ unclaimed medication will be destroyed.

Signature Date
Relationship to Pupil
Authorised by (Headteacher) Date



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