

Bere Regis Primary & Pre-School

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Headteacher:
Mr. W. Roberts

5th March 2019

Dear Parents,

Medicine in School

It has come to our attention that some children are bringing medicine, including calpol and throat sweets into school in their bags. I would like to remind parents that children should not be bringing and self-administering medicines during the school day.

Members of staff are able to give medicine to children but this must have been agreed with the school and the parent and all relevant forms must have been completed; these are available from the school office.

All medicines should be named and given directly to the school office where they will then be stored appropriately. When a medicine is administered a log is kept in school including details of time and dosage.

Please contact Mrs Dale in the office should you have any questions.

Letters

After Easter it is our intention to send all letters that do not require a reply slip home electronically. Letters will be sent via WisePay so please make sure the office have an up to date email address for you. Letters will also be published on the school website.

Yours sincerely

Wayne Roberts
Headteacher