

Floor Four
Attwood Green Health Centre
30 Bath Row
Birmingham
B15 1LZ

09 Oct 2018:

Dear Headteacher

In March 2018, following national consultation, NHS England and NHS Clinical Commissioners (NHSCC) published [guidance for CCGs](#) on conditions for which over the counter (OTC) items should not routinely be prescribed in primary care. Birmingham and Solihull CCG has subsequently developed its own policy, which will be published under the [Your Health section of the CCG website](#) from Monday 15th October 2018.

The policy has two aims; firstly to encourage self-care wherever possible, thereby freeing up valuable GP appointment time, and secondly to refocus prescribing expenditure towards other treatments e.g. better management of asthma.

We are writing today to ask for your support in the implementation of this policy.

As of 1st September 2014, Section 100 of the Children and Families Act 2014 placed a statutory duty on school governing bodies to make arrangements for supporting pupils with medical conditions.¹ The Department of Education document, 'Supporting Pupils at School with Medical Conditions'² contains both statutory guidance and non-statutory advice and is intended to help school governing bodies meet their legal responsibilities and sets out the arrangements they will be expected to make, based on good practice.

We are aware that in the past, in seeking to meet this duty, some schools have requested that all medicines, including those available to purchase over the counter, should be prescribed rather than purchased, before they can be administered by staff within the school.

This is, in fact, not necessary, as parents may give consent for administration of purchased medicines, as described in the attached bulletin.

The attached bulletin outlines

- the requirements for schools and early years' settings,
- administration of over the counter (OTC) medication in nurseries and early years' settings;
- supporting self-care, *and*
- use of salbutamol and adrenaline auto injectors in a school environment.

In addition, we have attached example templates for

- consent for administration of OTC medicines *and*
- consent for administration of prescribed medicines.

By using these templates, your school will be able to ensure that it has the necessary authorisation to administer medicines for the children and young people in its care, without the need for a GP appointment/prescription solely for the purpose of obtaining an over-the-counter medicine for administration within the school.

If you have any queries after reading the attached bulletin, please contact Kate Arnold at kate.arnold@nhs.net .

Thank you. Your support in this matter is greatly appreciated.

Yours sincerely



Rakhi Aggarwal
Senior Prescribing Adviser



Kate Arnold
Deputy Clinical Director, Medicines
Management and Optimisation

References

1. Children and Families Act 2014 (c 6) Part 5 Pupils with medical conditions. Section 100. Accessed via: <http://www.legislation.gov.uk/ukpga/2014/6/section/100/enacted>
2. Department for Education. Supporting pupils at school with medical conditions: Statutory guidance for governing bodies of maintained schools and proprietors of academies in England, 2015. Accessed via: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/638267/supporting-pupils-at-school-with-medical-conditions.pdf