



20 June 2017

Head Teachers & Nursery Managers  
Milton Keynes Schools

NHS Milton Keynes Clinical Commissioning Group  
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Dear Head Teachers and Nursery Managers

As you will be aware, Section 100 of the Children and Families Act 2014 places a duty on governing bodies of maintained schools, proprietors of academies and management committees of Pupil Referral Units to make arrangements for supporting pupils at their school with medical conditions. For younger children, guidance has been provided in the Early Years Foundation Stage (EYFS) statutory framework.

It is common practice to interpret the guidance on medicines administration as requiring medicines to be prescribed by a doctor. This leads to unnecessary GP appointment for conditions that will respond to over the counter medicines and can be managed by the parents and carers.

Many Over The Counter (OTC) medicines are inexpensive. However many people who do not have to pay for their prescriptions will ask for a prescription for these items rather than buying them. The CCG understands why families on a tight budget would want to do this. Unfortunately the NHS also has a budget and cannot afford to continue to supply these medications any longer.

The recommendation to avoid prescribing these items and direct patients to Self-Care applies to all GP surgeries in Milton Keynes. Many other areas of the country have similar policies too. This means that educational establishments and nurseries will need to put in place measures to allow OTC products to be administered at the request of parents and carers. A number of schools already manage this situation effectively through their policies and guidance for parents.

Over the counter medicines, e.g. hay-fever treatments, cough/cold remedies should only be accepted in exceptional circumstances, and be treated in the same way as prescription medication. The parent/carer must clearly label the container with the child's name, dose and time of administration and complete a Consent Form. Staff should check that the medicine has been administered without adverse effect in the past and that parents have certified that this is the case – a note to this effect should be recorded in the written parental agreement for the school/setting to administer medicine. The use of non-prescribed medicines should normally be limited to a 24-48 hrs (except for seasonal conditions such as hayfever). If symptoms persist medical advice should normally be sought by the parent.

Please could we also remind you that, in line with guidance from Public Health England and the Royal College of General Practice it is not necessary to exclude children with conjunctivitis nor for them to receive antibiotic drops. A poster supporting this is attached.

I hope that you will feel able to support this initiative by having revised policies in place for the new term in September 2017.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nicola Smith', with a long horizontal flourish extending to the right.

Dr Nicola Smith  
Chair  
Milton Keynes CCG

Enc: Poster