



*“Learning in mind,  
community at heart”*

Lodge Farm Primary School  
Mobbsbury Way  
Chells  
Stevenage  
Herts  
SG2 0HR

Tel: 01438 236600 Fax: 01438 236601  
Information Line: 08453 316191  
Headteacher: Helen Turner

email: [admin@lodgefarm.herts.sch.uk](mailto:admin@lodgefarm.herts.sch.uk)  
www. lodgefarm.herts.sch.uk

**Record of Medicine Administered to an Individual Child & Parental Agreement**

Name of Child & Class	
Date of birth	
Medical condition or illness	
Name of Medicine and strength	
Expiry date	
Quantity received	
Quantity returned	
Dosage and frequency of Medicine	
Timing	
Special precautions/other instructions	
Are there any side effects that the school needs to know about	
Self-administration	Yes / No (please delete as appropriate)
Procedures to take in an emergency	

**NB: Medicines must be in the original container as dispensed by the pharmacy**

**Contact Details**

Name	
Daytime telephone No	
Relationship to child	
Address	
I understand that I must deliver the medicine personally to:	(agreed member of staff

Staff Signature: .....

Parent Signature: .....

The above information is, to the best of my knowledge, accurate at the time of writing and I give consent to the school staff administering medicine in accordance with the school policy. I will inform the school immediately, in writing, if there is any change in dosage or frequency of the medication or if the medicine is stopped.

PTO

Date					
Time given					
Dose given					
Name of staff member					

Date					
Time given					
Dose given					
Name of staff member					