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Dr Mitch Burden
Dr Tomi Aridegbe
Dr Dal Sahota
Dr David Naylor



Dear Sir/Madam

Re: Administering medicine to children in your school

We are writing to ensure that your school policy follows both Department of Education advice and supports parents to be empowered to make the correct health decisions for their children.

In March 2018 NHS England introduced changes to the way some 'over the counter' (OTC) medicines are prescribed. Under this guidance, GPs no longer routinely write prescriptions for parents/carers of children and young people to treat coughs and colds, dry skin, stomach upsets, minor cuts and other short-term minor ailments and injuries.

Parents/carers are now encouraged to treat their children's short-term minor health problems at home, with OTC medicines where appropriate, and with support from their local pharmacy if needed.

A list of the short-term minor health conditions for which GPs will not routinely prescribe OTC items is on the bottom of this letter.

The Department for Education advises:

- Schools and early years providers must have and implement a policy and procedures for giving medicines, including setting out the circumstances in which OTC medicines may be administered.
- Non-prescription medication, eg for pain relief, should never be administered without first checking maximum dosages and when the previous dose was taken. Aspirin should never be given to a child under 16 years unless it has been prescribed by a doctor.
- Prescription medicines must not be administered unless they have been prescribed for a child by a doctor, dentist, nurse or pharmacist (medicines containing aspirin should only be given if prescribed by a doctor).
- Medicines (both prescription and non-prescription/OTC) must only be administered to a child where written permission for that particular medicine has been obtained from the child's parent and/or carer. Providers must keep a written record each time a medicine is administered to a child and inform the child's parents and/or carers on the same day, or as soon as reasonably practicable.

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Practice Manager: Nargis Khan Senior Partner: Dr Sunil Pillai

Ver. 1 Mar 2025

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Your school policy should not require any GP authorisation or prescription for the treatment of minor illnesses with OTC medications. Please ensure that your staff are aware of this, to avoid parents making unnecessary GP appointments to obtain prescriptions in these situations.

Yours faithfully

Poplar Grove Practice

Following NHS England guidelines, GPs do not routinely prescribe medications to treat the following minor health conditions:

· Mild irritant dermatitis · Dandruff · Dry eyes or sore tired eyes · Earwax · Excessive sweating · Head lice · Indigestion and heartburn · Infrequent constipation · Infrequent migraine · Insect bites and stings · Mild acne · Mild dry skin · Mild to moderate hay fever or seasonal rhinitis · Minor conditions associated with pain, discomfort or fever (e.g. aches and sprains, headache, period pain, back pain) · Mouth ulcers · Nappy rash · Oral thrush · Prevention of dental caries · Ringworm or athlete's foot · Sunburn due to excessive sun exposure · Sun protection · Teething or mild toothache · Threadworms · Travel sickness · Warts and verrucae

Exceptions to this include:

- Where an over the counter (OTC) medicine is outside of its marketing authorisation, also known as 'off-label use' or 'unlicensed use'.*
- Where an over-the-counter medicine is being prescribed for a long-term (chronic) condition.*
- Where there are possible safeguarding concerns including, but not limited to, children, where there might be concerns that treatment might otherwise not be provided.*

Source: NHS England guidance: <https://www.england.nhs.uk/long-read/policy-guidance-conditions-for-which-over-the-counter-items-should-not-be-routinely-prescribed-in-primary-care/>

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