



Medication Policy & Procedure: Madrasah Al Furqan

Opening Statement

At Madrasah, while teachers act in loco parentis and strive to support the well-being of all children, there is no obligation on staff to routinely administer medication or supervise its use.

Our teachers always strive to support the health and well-being of children but will not do so in a way that could compromise the safety or welfare of any child. In the case of an accident or emergency, staff will contact parents/guardians or emergency services.

This policy outlines the procedures and expectations regarding the administration of medication to ensure clarity and the safety of all pupils.

Part 1 – Short-Term Illnesses

Children suffering from short-term illnesses such as:

- Flu, colds, or high temperatures
- Chickenpox or similar contagious conditions

must not attend Madrasah until they are fully recovered.

- There is no need for any medication to be administered during this period.

Part 2 – Long-Term Illnesses

a) Teachers have a professional and moral duty to safeguard children while they are in Madrasah. However, this does not mean they are responsible for administering medication.

b) Teachers are not authorised to administer any medication, whether prescribed or non-prescribed.

c) If it is necessary for medication to be taken during Madrasah hours, parents must attend to administer it themselves.

Parents must contact the Madrasah to make appropriate arrangements.

d) In the case of terminal illnesses, management will work with families to allow for:

- Self-administration by the child, or
- Scheduled parent-administered medication during sessions.

e) Emergency EpiPens are the only exception.

In such cases:

- Parents must notify the Madrasah.

- A clear emergency care plan will be developed.
- EpiPens must be accessible, clearly labelled, and stored safely.

Part 3 – Medication Left in Madrasah

f) If parents insist on leaving medication at Madrasah:

- The Madrasah accepts no responsibility for storage, administration, or use of the medication.
- In an emergency, teachers may supervise use (e.g. inhalers), but will not administer any medicine.
- Medical help will be sought if necessary.

g) Parents must submit a typed letter with the following details:

1. Child's full name and class
2. Date of birth
3. Illness/allergy/condition details
4. Common symptoms to be aware of
5. Name of medication (must be clearly labelled)
6. How it is to be taken by the child
7. Full parent/guardian contact details

h) This letter must be kept up to date and parents must ensure:

- Medication is not expired
- Clear instructions are always available

Part 4 – Additional Notes

- The Madrasah cannot be held liable for any medication, inhalers, or other medical items left on the premises.
- If any items are lost or misplaced, parents must arrange for replacements.

Conclusion

- No medication will be administered by Madrasah staff.
- Medication brought in is at the sole responsibility of parents.
- Teachers may supervise in emergencies but will not administer medication.
- In serious cases, emergency medical assistance will be called.

We appreciate your understanding and cooperation in safeguarding the wellbeing of all children in our care.

If you have any questions or wish to make arrangements regarding your child's medical needs, please contact Madrasah management directly.

Next Review Date: 31 August 2026