

Receipt of Medication – Transport Log Form

- All medication received must be checked to ensure it is in an appropriate container.
- A signature must then be obtained from the parent/carer/school/escort/driver school to acknowledge receipt.
- Upon arrival at school/home, the medication accompanied by this form must be placed in a suitable area for validation and appropriate action.

Week Commencing: _____



Name	Details (Package, Bottle)	Collection			Return			Comments or Special Instructions
		Signature of Parent/Carer	Signature of Escort/Driver	Signature of Member of Staff	Signature of Member of Staff	Signature of Escort/Driver	Signature of Parent/Carer	