

4<sup>th</sup> Floor, River Park House  
225 High  
Road Wood  
Green London  
N22 8HQ

April 2022

Dear Head Teachers and Chairs of Governors,

**RE: Schools Collection of Jext<sup>®</sup> Adrenaline auto injections pens Spare pens.**

The Jext<sup>®</sup> brand of Adrenaline Auto Injector (AAI) pens, are now available for collection by Haringey schools. The AAI Spare Pens will have be collected by the schools.

The Pharmacy Department at St Ann’s Hospital will be distributing the Spare AAI pens on behalf of Haringey CCG Medicines Management team (MMT). Their address is St Ann’s Hospital, St Ann’s Rd, London N15 3TH.

Please see page 2 for the annotated map of the hospital for directions. The Pharmacy department is in **R block** on the map.

- The named contact at St Ann’s Pharmacy Department is Firoz Mazumder who can be contacted on 0208 7025421 or [firoz.mazumder@nhs.net](mailto:firoz.mazumder@nhs.net)
- Prior to attending the pharmacy department at St Ann’s, the schools should contact Firoz Mazumder to arrange a collection time for the AAI pens. The school will not be seen without a confirmed collection time slot.
- St Ann’s Hospital Pharmacy department have agreed and set the collection times to be as follows:  
**Monday to Friday between 10am and 12pm or 2:30pm and 4pm only.**
- Please be aware that the Pharmacy is also providing a service to the hospital and so there may potentially be waiting times, if they are busy. Please be respectful and patient.
- Please be sensitive to COVID secure measures and wear a mask/face covering when attending the pharmacy department. Make sure to use the hospital supplies of hand gel and maintain social distance at all times.
- Please be aware that there is a lot of building work going on at St Ann’s Hospital, as well as around the Pharmacy department, so If you get lost on site please call **0208 702 5410 or 0208 702 5435** for guidance

**Please note the following when picking up AAI pens:**

1. **Nominate a member of staff** from the school to pick up the pens from St Ann’s Hospital
2. Ask the school staff member to **complete the AAI Spare Pens Form** (see page 3) and please make sure this form is filled in correctly with school details, stamp, name of lead person etc.
3. **Send copy of completed AAI Spare pens form to Haringey CCG MMT** at [harccg.medicines@nhs.net](mailto:harccg.medicines@nhs.net)
4. **Take the completed AAI Spare pens form and personal identification** (preferably school identification badge) to collect the pens
5. The schools have been allocated a fixed quantity of the pens according to the strength required per age group of children in their schools and a yellow medical kit bag to hold the pens. *This is in line the UK Resuscitation Council guidance on Emergency treatment of anaphylactic reactions recommendations. See table below.*

|   |  |
|---|--|
| <a href="#">Adrenaline IM dose – children</a><br>Age > 6 months – 6 years: dose 150 micrograms<br>Age > 6 – 12 years: dose 300 micrograms               | <a href="#">Adrenaline IM dose – children</a><br>Age 12 and over : dose 300 microgram                  |
| <b>Primary schools allocation ( ages 4 – 12 )</b>   | <b>Secondary school allocation (ages 12 and above)</b>   |
| 2 x Jext <sup>®</sup> 150 microgram pens plus<br>2 x Jext <sup>®</sup> 300 microgram pens each per school and<br>1 x yellow cross Medical kit bag each* | 2 x Jext <sup>®</sup> 300 microgram pens each per school and<br>1 x yellow cross Medical kit bag each* |
| (*Some schools have already received their medical kit bags. They will not be issued with a second bag).  |  |

6. **The staff member will be asked to sign** for the collection of the AAI pens and yellow medical kit bag.
7. Please note the expiry date of the batch of Jext<sup>®</sup> pens you collect to ensure you know when to replace them.
8. The Haringey CCG MMT will replace these Spare AAI pens in line with manufacturers information.
9. If a school uses up their supply of spare AAI pens before the supplied batch expiry date, they should contact the Medicines Management team at [harccg.medicines@nhs.net](mailto:harccg.medicines@nhs.net) for further information.

**Please note :**

- **The Haringey MMT were only in a position to supply the free Adrenaline auto injector pens to Haringey or local authority primary and secondary schools only.**
- We were unable to provide these free Spare AAI pens to Haringey Independent or private schools and the Early year’s settings, which includes Nurseries. They are able to purchase a supply in line with the Department of Health guidance on the Adrenaline auto injector pens in schools [link here](#)
- If the school has to purchase AAIs, they would have to do so from a local community pharmacy. They can do this using the suggested letter template here [www.sparepensinschools.uk](http://www.sparepensinschools.uk). or in the Adrenaline auto injector pens in schools [link here](#)
- **Please note:** All the brands of AAI pens have a maximum of 18 months from date of manufacture. Always check the expiry date when buying the AAI devices, to ensure you have pens with a least 12 months shelf life, where possible.

**The New map of St Ann's Hospital**

# St Ann's Hospital

Barnet, Enfield and Haringey **NHS**  
Mental Health NHS Trust  
A University Teaching Trust

Main Entrance

Pedestrian Entrance



WE APOLOGISE FOR ANY INCONVENIENCE CAUSED BY THE CONSTRUCTION WORKS THAT ARE CURRENTLY BEING CARRIED OUT AT ST ANN'S HOSPITAL.

|                                   |        |   |
|-----------------------------------|--------|---|
| Blossom Court                     |        |   |
| Daisy Ward                        |        |   |
| Iris Ward                         |        |   |
| Sunflower Ward                    |        |   |
| Tulip Ward                        |        |   |
| Orchard House                     |        |   |
| George Marsh Centre               |        |   |
| Victoria Unit                     |        |   |
| Halliwick Centre                  |        |   |
| Moorfields Eye Hospital           |        |   |
| X-Ray                             |        |   |
| G Block                           |        | X |
| CAMHS                             |        | G |
|                                   |        | H |
| USE ENTRANCE                      |        |   |
| Acacia House                      |        | S |
| Andrea Farrell Unit               | Lime   | F |
| Audiology                         | Lime   | I |
| BEH Therapies                     | Pear   | B |
| Mulberry House                    |        | T |
| Northumberland                    |        | P |
| Patient Services                  | Apple  | I |
| People Services                   | Apple  | A |
| Pharmacy                          | Cherry | A |
| Phoenix Wing                      |        | M |
| Research & Development            | Apple  | I |
| Trust Headquarters                | Pear   | C |
| Wellbeing                         | Apple  | J |
| Whittington Therapies             | Pear   | C |
| Estates                           |        |   |
| Stores                            |        |   |
| Library                           |        |   |
| Oasis Restaurant                  |        |   |
| Reception & Security - Gate House |        |   |

The Pharmacy department is in the Cherry building in R block shown as **A** on the map

## Haringey Schools Adrenaline Auto-injector pens supply checklist

|                       |              |
|-----------------------|--------------|
| <b>School stamp :</b> | <b>Date:</b> |
|-----------------------|--------------|

**YES      NO**

|   |  |  |
|---|--|--|
| 1. Confirmation by Haringey School Nurse that Allergy training for use of Adrenaline auto injector pens has been delivered to the school in the last 12 months ( Date delivered ..... ) |  |  |
| 2. The school has staff members able to take on the role as Allergy Lead, who are easily identified by all staff members.   |  |  |
| 3. The school has adopted the Whittington Health Allergy in schools Protocol.   |  |  |

|   |  |
|---|--|
| <b>Name of school</b>   | <b>Name of School Nurse/ Allergy Lead</b>  |
|   |  |
| <b>Named person to receive spare pens/<br/>review their expiry dates annually</b> | <b>Contact details and Signature on collection of pens</b>   |
|   | <p><b>Contact details: email/phone number:</b><br/>.....<br/>.....</p> <p><b>Designation:</b>.....</p> <p><b>Name:</b> .....</p> <p><b>Signature:</b>.....</p> |

1. Take a copy of the completed form to collect supply of Spare AAI pens.
2. Send a copy of the completed form to : [harccg.medicines@nhs.net](mailto:harccg.medicines@nhs.net)